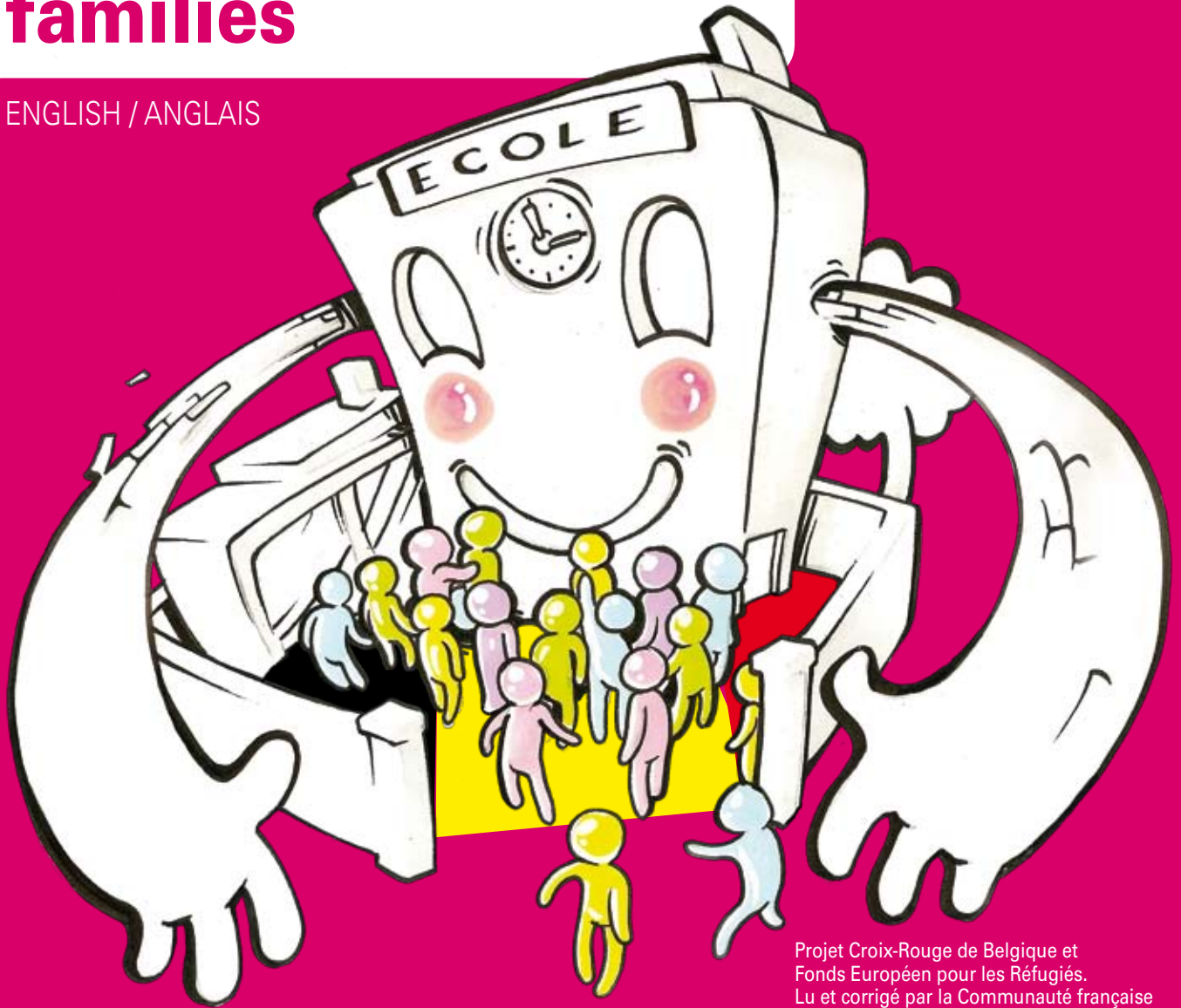


# The school in Belgium French-speaking community

Information guide

## for migrant families

ENGLISH / ANGLAIS



Projet Croix-Rouge de Belgique et  
Fonds Européen pour les Réfugiés.  
Lu et corrigé par la Communauté française  
de Belgique.  
Traduit dans les langues suivantes:  
Anglais, Russe, Arabe, Farsi, Serbo-Croate,  
Albanais.  
Traduction assurée par le SeTIS wallon.

ACTIONS SOLIDARITE



F.E.R.

Fonds Européen pour les Réfugiés

Ce document a été réalisé avec l'aide financière de l'Union Européenne. Le contenu de ce document relève de la seule responsabilité de la Croix-Rouge de Belgique, Communauté francophone, et ne peut en aucun cas être considéré comme reflétant la position de l'Union Européenne.

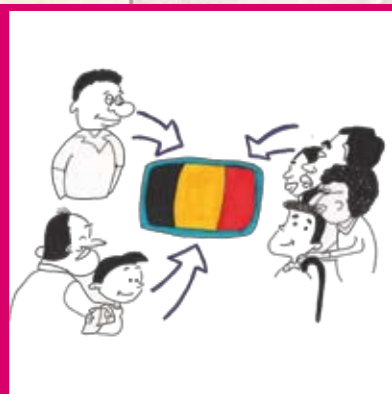
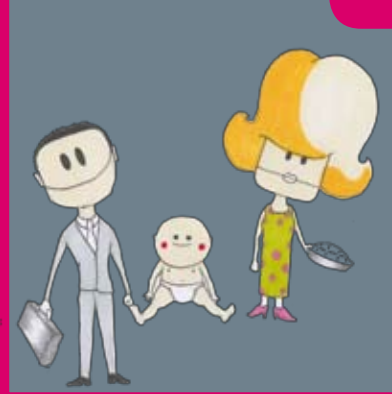


Avec le soutien de la Communauté française

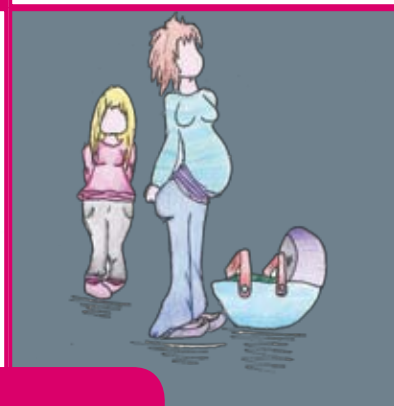
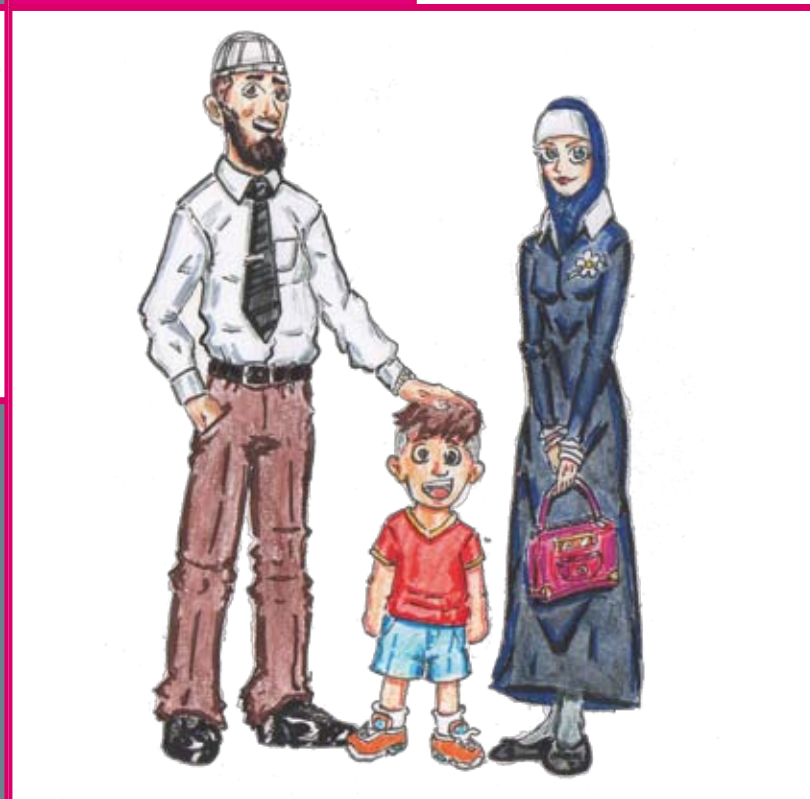
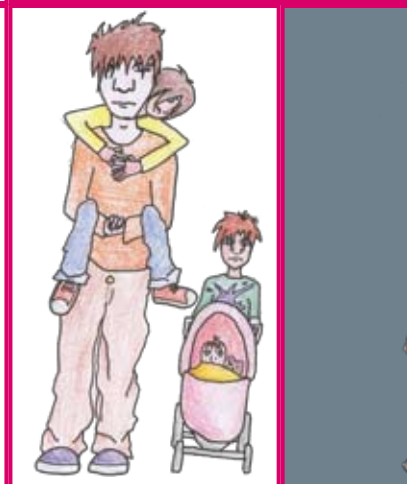
**CROIX-ROUGE**  
de Belgique



[www.croix-rouge.be](http://www.croix-rouge.be)







**Coordination :**

Madeleine Kirsch

Responsable formation pour le Département Accueil des Demandeurs d'Asile de la Croix-Rouge de Belgique

Emilien Clonan

Coordinateur du projet EPIS et de la scolarité pour le Département Accueil des Demandeurs d'Asile de la Croix-Rouge de Belgique

**Réalisation :**

Emilien Clonan

Illustrations : La direction, l'équipe pédagogique ainsi que les élèves de l'institut Technique Félicien Rops de la ville de Namur (sans oublier l'apport de M. Paris de l'ITCF Henri Maus)  
France Martin

Graphisme, mise en page, impression :

La Maison du Graphisme, Verviers

**Remerciements :**

Billy Jüngling

Directeur du Département Accueil des Demandeurs d'Asile de la Croix-Rouge de Belgique

Les membres du personnel de la Croix-Rouge, les enseignants et directions d'établissements scolaires, les professionnels de l'enseignement (agents des Centres PMS, inspecteur,...) ainsi qu'Henryk Chojnacki (centre Fédasil de Rixensart) qui ont défini le contenu du présent livret

Toutes les personnes qui ont relu ou porté un regard sur le travail produit

La Croix-Rouge de Belgique se réserve tous les droits d'utilisation ou de reproduction du contenu et des illustrations pour une finalité autre que celle de l'information du public visé.

Editeur responsable : D. Sondag-Thull, rue de Stalle 96, B-1180 Bruxelles

© Croix-Rouge de Belgique

Dans toutes les actions qu'elle mène (secours nationaux et internationaux, don du sang, action sociale de proximité, actions en faveur de la jeunesse, accueil des demandeurs d'asile, etc.), la Croix-Rouge de Belgique compte sur vous. Si vous souhaitez nous aider à aider ceux qui en ont besoin, contactez-nous.

[www.croix-rouge.be](http://www.croix-rouge.be)

Merci.

Mrs, Mr,

# we welcome you.

.....

Since more than twenty years, the Belgian Red Cross welcomes asylum seekers. One of our missions is to support families in their children schooling.

During all these years, we were able to notice that many parents welcomed knew badly school in Belgium. Very often, its very organization and the language barrier are an obstacle for parents who to get involved in their children schooling.

In order to accompany you into the discovery of school in Belgium, we have created this information booklet with the support of the European Fund for Refugees and the French Community.

Teachers, workers from mental-health and social centres, professionals supporting migrants and from education sector, associations and parents, have been involved in its creation.

In Belgium, children can go to school from 2 ½ years. Between 6 and 18 years, School is compulsory.

In this booklet you will find information on what school can bring to your child, on your rights and duties and those of the schools, a description of the school and bridge class organization, as well as various practical information.

Know finally that each word wrote in pink in the booklet is defined in the glossary you will find at the very end.

Good reading !

**Billy JÜNGLING**

Director of the Welcoming of  
Asylum seekers Department  
Red Cross Belgium

# Summary

Welcoming word.....	5
---------------------	---

## **What can schooling bring to my child ? ..... 7**

Learn to talk, read and write .....	7
Get <b>degrees</b> and find a job more easily .....	7
Learn to know Belgium and promote his integration .....	7

## **What are our rights and duties as parents ?**

<b>And what are those of the school ? .....</b>	<b>8</b>
---	----------

## **How is the schooling organized in Belgium ? ..... 12**

The three communities .....	12
<b>Official schools</b> and <b>free schools</b> .....	12
In Belgium, the schooling is set into 3 levels .....	13
Nursery school .....	13
Primary school .....	13
Secondary school .....	14
Specialized schooling .....	14
What is the <b>class passerelle</b> ? .....	15
Can my child attend a <b>class passerelle</b> ? .....	15
Who work in schools in Belgium ? .....	18

## **Practical information.....20**

How to register my child ? .....	20
What happens during the school year ? .....	21
What happens during a week at school ? And a day ? .....	22
What are the rules to follow in class ? .....	23
What are the penalties in case of breackage of these rules ? .....	23
What happens during the sports class ? .....	24
What is the <b>class diary</b> ? .....	24
Who are the academic mediators and what do they do ? .....	25
Who to contact if my child has learning difficulties ? .....	26
Who to contact if we face other difficulties at school ? .....	27
What should I do if I move ? .....	28
Where can I learn French ? .....	28
Where can I find further information ? .....	29

## **Lexicon and glossary of degrees .....30-31**



# What can schooling bring to my child ?

What can schooling bring to my child?

## Going to school helps my child learning to talk, read and write:

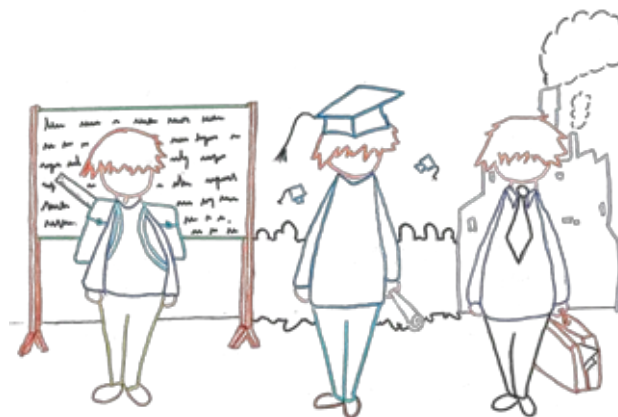
The Belgian society goes by writing. In the French community of Belgium, everyday it is important to talk, read and write in French.

So that my child can attend the classes, have friends, take the train, go to the storekeepers, fill in administrative papers, write letters, it is indispensable that he/she knows French very well.

Know how to read, speak and write French also helps to find more easily an employment. It takes some time so that my child learns and masters French.

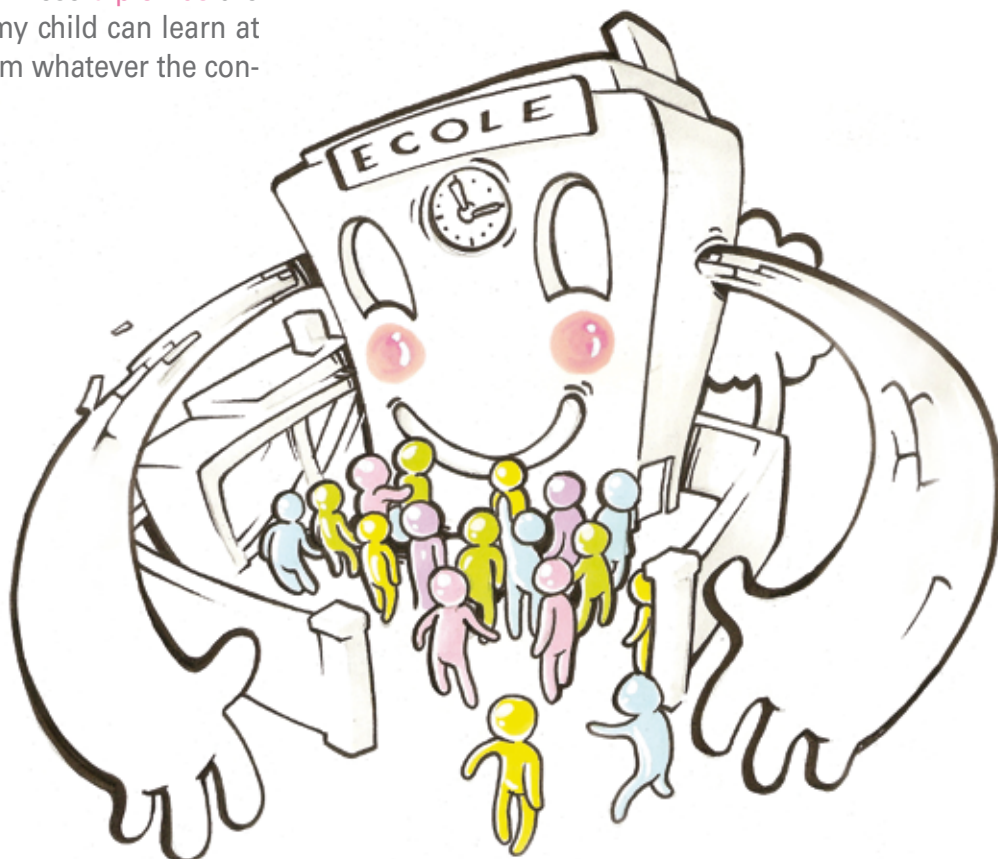
## Going to school gives my child the possibility to get a **degree**, to develop many skills and find a job more easily:

In Belgium, it is important to have a training to find a work. A **diploma** is a document which proves that my child followed studies and that he masters learning and know-how. These **diplomas** are obtained at school. All that my child can learn at school will be beneficial to him whatever the continuation of his career.



## Going to school helps my child getting to know the country in which he/she lives:

Schooling allows my child to know the values of Belgium. For example, my child will learn at school that Belgium defends the idea that Men are born free and equal and in rights and duties whatever their social, geographical origin, their sex or their religion. Schooling offers to my child the possibility of meeting the population which lives in Belgium, learning the rules of life of the Belgian society and thus to facilitate his/her integration.



# What are our **rights** and **duties** as parents ? And what are those of the school ?

.....

**In Belgium, all the children from 6 to 18 years have to go to school whatever their nationality or their status. Girls and boys go to the same schools and attend classes together.**



## **Why is school compulsory?**

In Belgium, children labour is forbidden. By making the school compulsory, Belgium wants t all the children to have the same chances to learn and later to find a work. It is registered in the Belgian law. If this law is not respected, there are penalties.

**1st article. - § 1st.** The minor is subjected to the compulsory education for a twelve years period starting with the school year which begins in the year when he/she reaches the age of 6 and ending at the end of the school year, in the year during which he reaches the age of 18.

**Law concerning the compulsory education:**



# Rights and duties of the parents.

## Duties of the parents.

As a parent, I have to watch that my child goes to school every day. If my child cannot go to school, my role is to tell the school that very day. I then have to **justify his absence**. (For example, if my child is sick I have to show to the school a medical certificate of the doctor).



I also have to make sure that my child makes the given **homework** (exercises and lessons). If I do not master French, it is important to ask my child what he does and if he understands what he does. It will help me, as well as the teachers, to realize the progresses of my child.

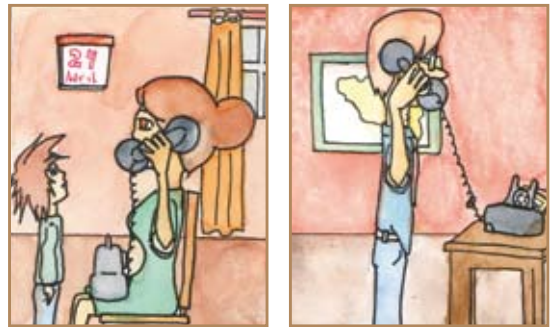


I also have to know the information passed on to me by the school. Some are very important. This information is passed on to me by mail or by the **class diary**. (See page 24)

During the school hours, I cannot reach the class-rooms. If I wish to meet the teacher I can ask him/her for an appointment.

## Rights of the parents.

I have the right to ask an appointment to the teacher and/or to the head teacher to meet them.



If I face difficulties with my child, I have the right to call for a Psycho Medical and social Centre throughout its schooling. (See page 14 and 26)

I have the right to be a member of a **parents association**. (Parents associations make the link between the school and the parents. They pass on information, take part in discussions around big themes related to the school)



# Rights and duties of students.

## Duties of the students.

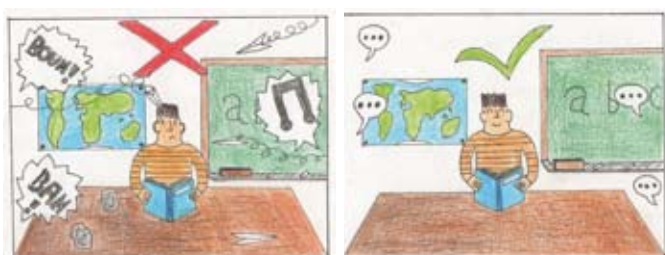
Every school has a regulation called **interior regulation (ROI)**. The aim of this regulation is to fix some rules so that the life at the school is harmonious.



All the pupils and the parents have the duty to know and to respect this regulation.

### Very often, this regulation says that:

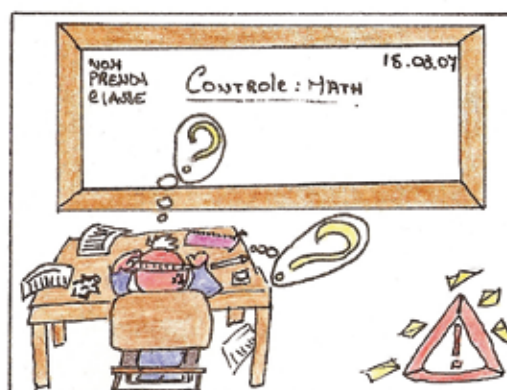
- The pupils owe the respect to the adults of the establishment, as well as to their companions (boys and girls).
- No violence (verbal or physical) is tolerated in schools in Belgium.
- Insults, racist comments are forbidden.
- The premises of the school as well as the given equipment are expensive. Pupils also have to respect them. If my child breaks or degrades the equipment or the premises, it will be asked to me to pay.
- Pupils have to make the work asked by the teachers.



## Rights of the students.

They can ask to meet the teachers.

They can ask to have additional explanations from the teachers.



They also have the right to study in peace, into appropriate places.

They have the right to express themselves within the respect of others (classmates and staff).



# Rights and duties of teachers and school.

Each one's  
rights and  
duties

## Teachers have **duties**:

They have to be respected and make their authority with respect for the physical and moral integrity of the pupils.



They have to take the time to give explanations to the students.

## Teachers have some **rights**:



Require respect from the students.  
Ask the students to make some **homework** (also during school holidays).  
Punish students if justified.  
Ask to meet me.



## School **has to**:

Take care of all the pupils within the limits of their accommodation facilities.  
Indicate the pupils having exceeded the number of days of absences without a proper justification. The absences of the pupils are counted in half-days. If my child misses a day, it corresponds to two half-days.

In **the primary education**, if the absences without a proper justification of my child overtake **9 half-days**, the Direction of the school has to warn the Head office of the Compulsory Education.

In **the secondary education**, if the absences without a proper justification of my child overtake **20 half-days** from the second degree of the secondary sector, the head teacher has to indicate it to the Head office of the Compulsory Education. This initiative will make impossible the passage of the **examinations** of the current year and thus the passage in the superior year. The pupil is then «**free pupil**».



The Head office of the Compulsory Education will try to find a solution with me and my child so that this one goes to school more regularly. If no solution is found, it is the Court of the Youth that can take care to make respect the compulsory education.

## Schools have the **right**:

To impose a penalty to a student who would not respect the established rules.





# How is the schooling organized in Belgium ?

## 3 communities

In Belgium, there are **three communities and three languages**.

- There is a French Community (we speak French there),
- The German-speaking Community (we speak German there),
- The Flemish Community (we speak Dutch there).

We are going to present you here the school such as it exists in **French Community**.

## Official schools and free schools.

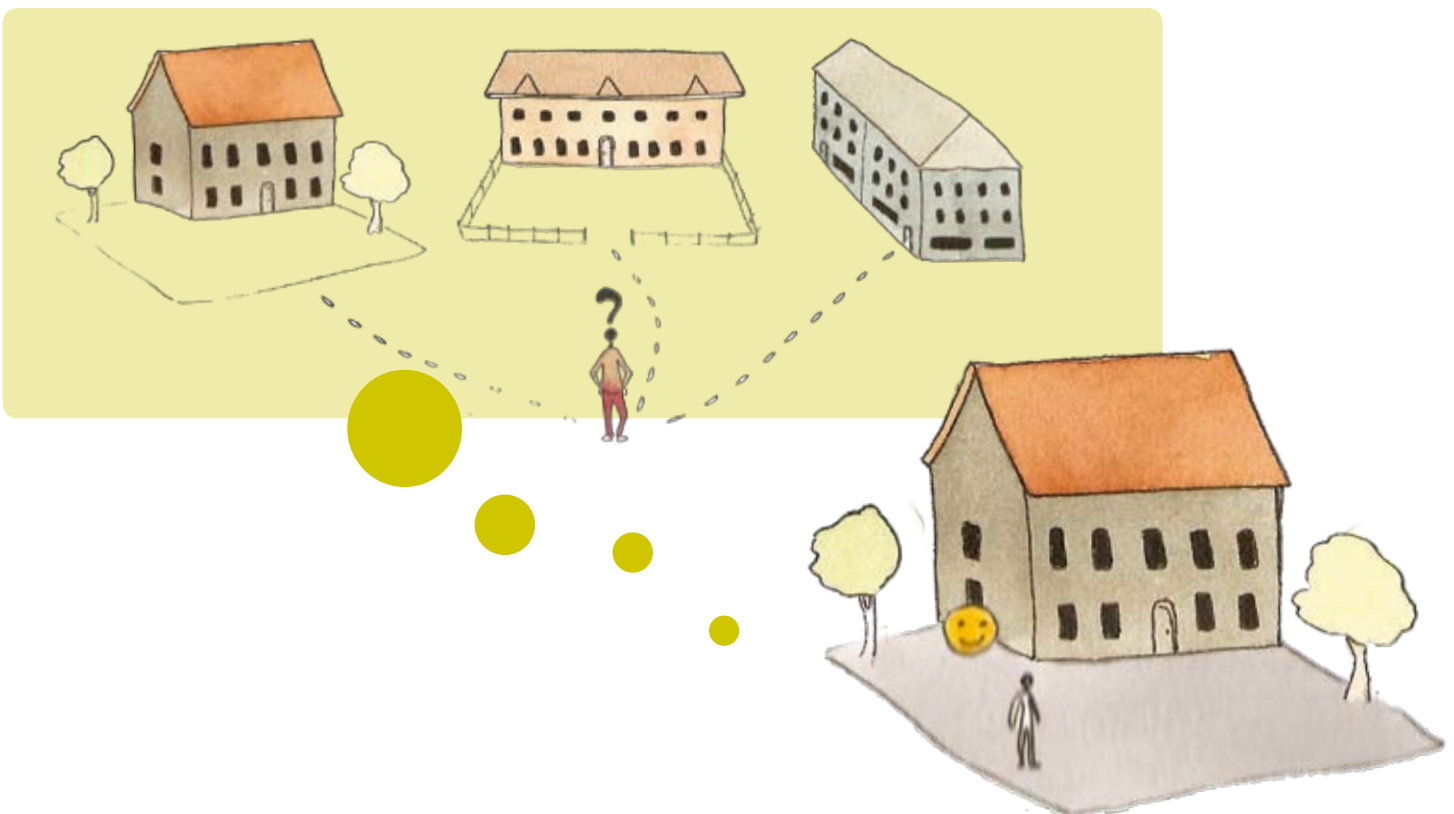
In Belgium the choice of the school is free for the parents. Let us remind however that schools cannot accept pupils beyond their accommodation facilities.

There are two types of schools. Schools called «**official schools**» and schools called «**free schools**».

**Official schools** depend directly on a public power, or the French Community directly is the municipality or the province. They are related to no religion or

philosophy in particular but offer a choice between classes of various religions (Catholic, Protestant, Israelite, Islamic and orthodox) or **classes of ethics** (the pupils learn there the rights and duties of the citizen, the foundations of the democracy, the freedom, the communication, the spirit of criticism).

**Free schools** are attached to a particular educational project or to a religion in particular (most are catholic schools).



## In Belgium, the schooling is set into 3 levels

**Nursery school:** concerns children between 2 ½ years and 5 years

**Primary school:** concerns children between 6 and 11 years

**Secondary school:** concerns children between 12 and 18 years

For every level there are learning objectives to be reached.

Girls and boys go to the same schools and attend classes together.

### At the nursery school, my child will discover schooling (from 2 ½ years to 5 years).

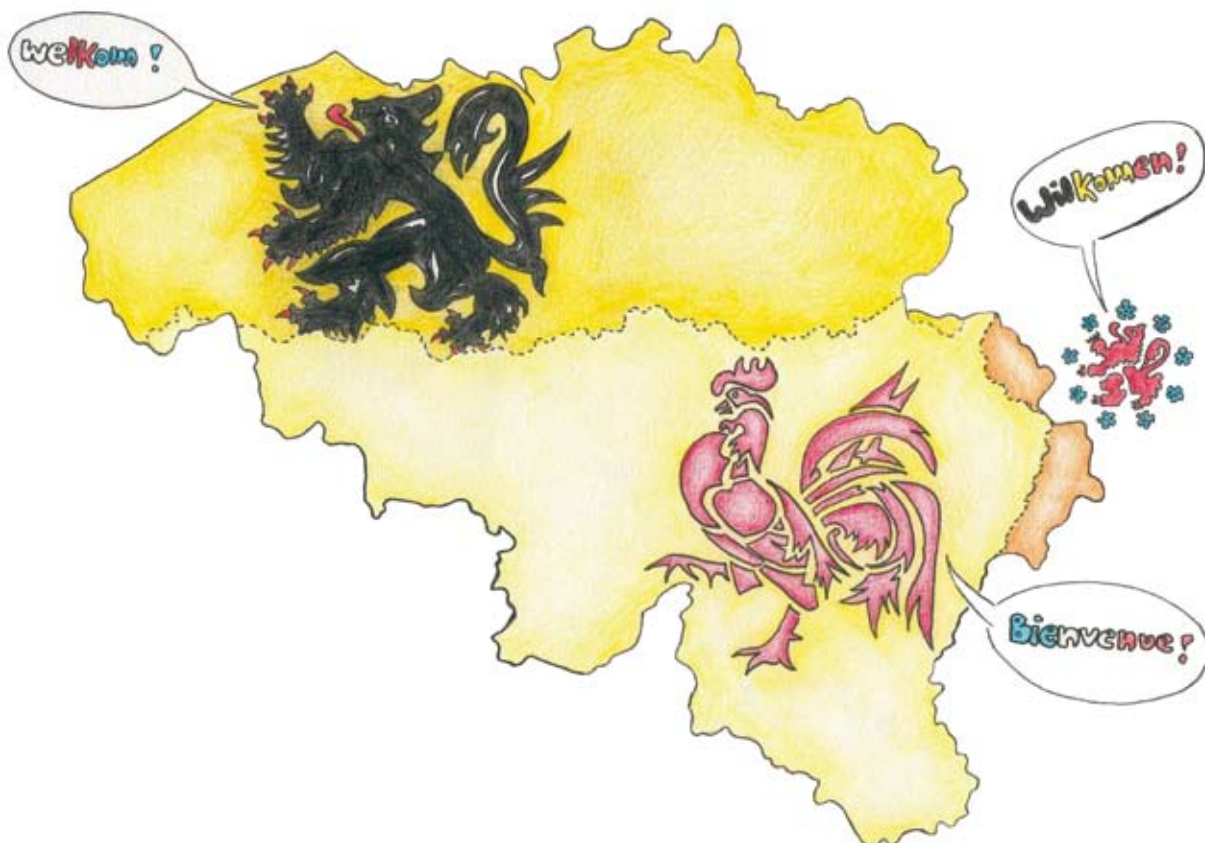
He will learn to live in community, and to discover gradually the reading, the writing and the calculation by playing. It is a non compulsory class but it prepares my child for the schooling and helps him learning French.

### Starting from primary school, schooling is compulsory (from 6 to 11 years).

In primary school, my child will learn to read, to write and to count while learning the other subjects (sciences, languages, history - geography).

At home he will have **homework** to be made (exercises and lessons to be learnt.)

At the end of the primary section, at 6<sup>st</sup>, he pass his Certificate of Basic studies (CEB). It is an important **examination** which delivers a **diploma**. If my child succeeds, he will continue at 1<sup>st</sup> secondary. If he fails, he could start his school year again or will go to the differentiated first class. If he passes in the secondary section, it usually happens that he leaves his school to join another one.



# How is the schooling organized in Belgium ?

**In secondary school, schooling is also compulsory.  
There are many ways (from 12 to 18).**

From the entry at first form, my child will be registered in a class corresponding to his capacities (1st common year or 1st differentiated year).

From third form, several orientations are possible for my child.

Learn a job in the sections of qualification.

Study to pursue higher education in the sections of transition.

From 15 years old my child can attend a more practical training that goes between school and enterprise

For any question concerning the educational guidance of my child, I can appeal to the school as well as to the Psycho Medical and social centre connected to this school.

In Belgium, a special education system exists for children and teenagers who need a more particular accompaniment.

The special education is a teaching adapted to the pupils presenting some difficulties (behavior disorders, handicaps, deficiencies). It is the Psycho Medical and social centre (PMS) who proposes an orientation towards this type of education. The PMS Centre has for mission to help the children, the teenagers as well as the parents. They set up means to help the pupils to progress.

I can ask to meet the PMS Centre which works with the school of my child. It is free.

More information on specialized schooling on the following web site:

<http://www.enseignement.be>





## What is the **class passerelle** ?

Some schools propose a **class passerelle** in order to help the pupils recently arrived on the territory. In this class, the pupils learn mainly French. They can stay there between one week and one year at the maximum. A passage by this class, even brief, is useful for the children. It is a time of specific reception with the aim of a successful integration. When the teachers judge that the pupil can join a «common» class, the **council of integration** meets. It decides then, according to the level of the pupil, to insert him into a class corresponding to his capacities. A certificate of eligibility is then given to the pupil who acts as **diploma**. The pupil then leaves the **class passerelle**.

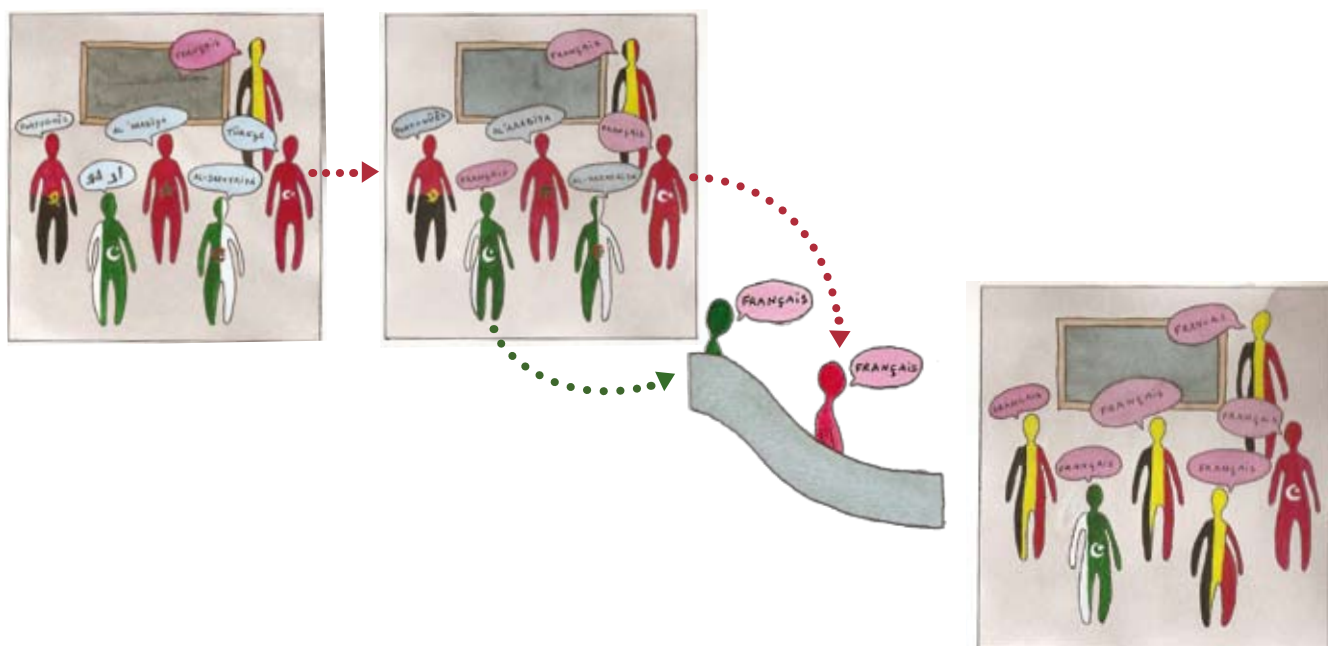
You can find the list of schools having a **class passerelle** on this web site: <http://www.enseignement.be/> then «l'école de A à Z», then «passerelles», then «classes passerelles».

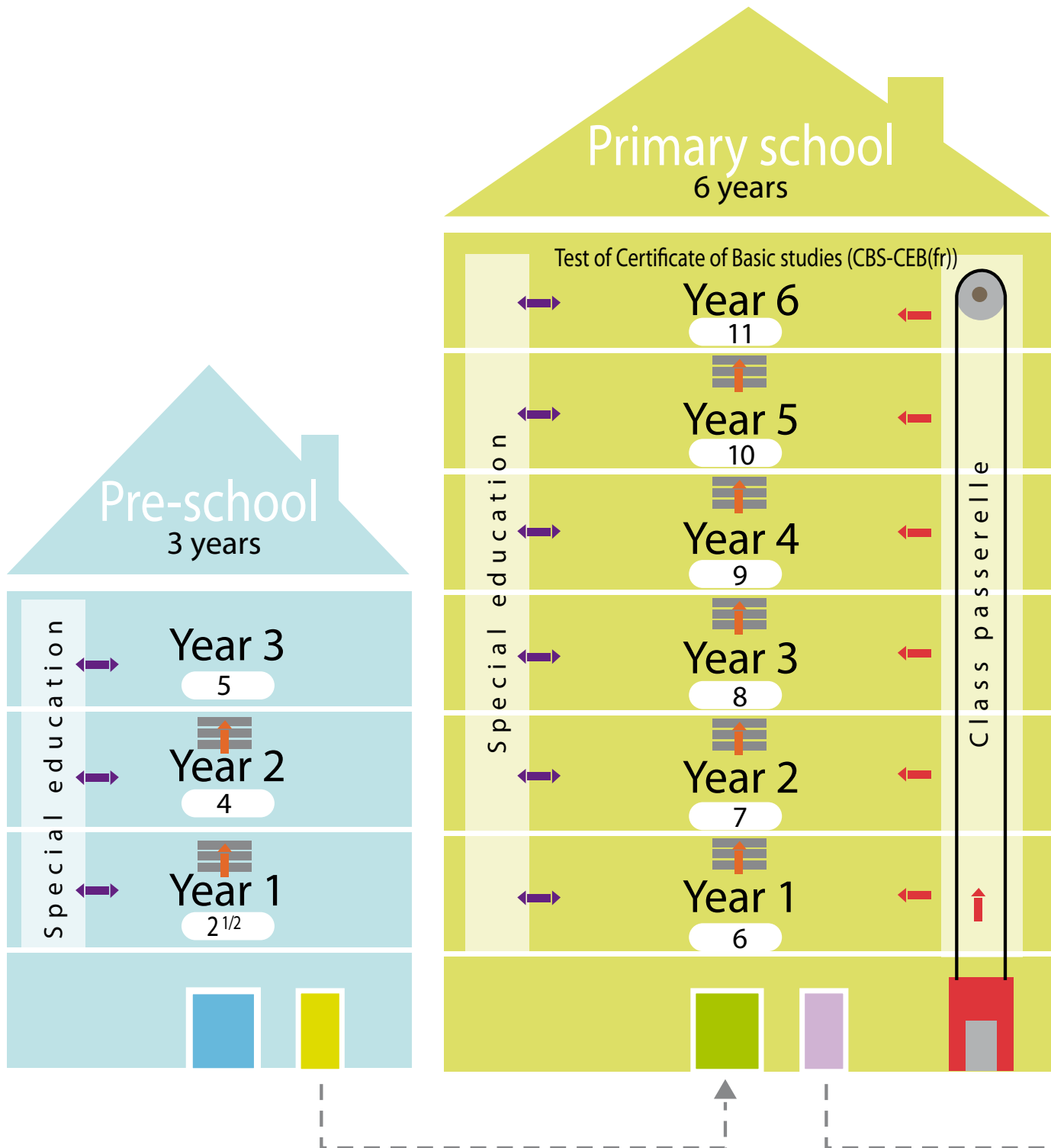
### In order to attend a **class passerelle**...

- My child must necessarily have arrived in Belgium since less than one year.
- My child must also:
  - Either be an asylum seeker, or have been recognized refugee, either accompanying a person having introduced an application for asylum or having seen recognizing refugee's quality.
  - Either have asked for stateless person's status or have been recognized stateless, or be a national of a developing country or a country said in transition.

The list is established by the Committee of development aid. You can find that list on the **OCDE** web site.

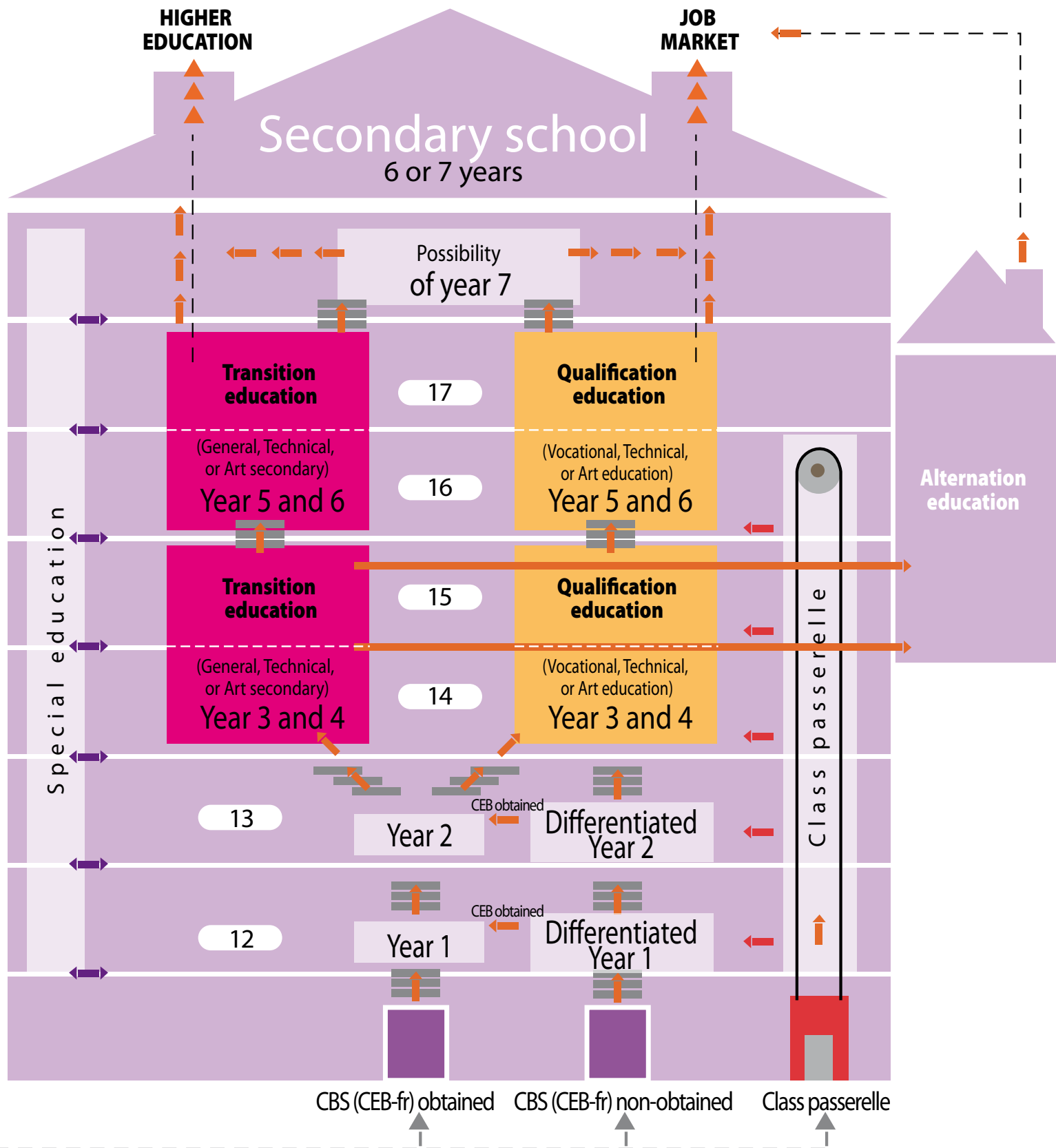
For the students who got a **diploma** in their country of origin, it is possible to ask a comparability to the service of comparability of the French community : <http://www.enseignement.be/> then «l'école de A à Z», then «equivalences».





# French-speaking Belgium

The school system in Belgium and the class passerelle





# Who work in schools in Belgium ?

## In nursery and primary school.

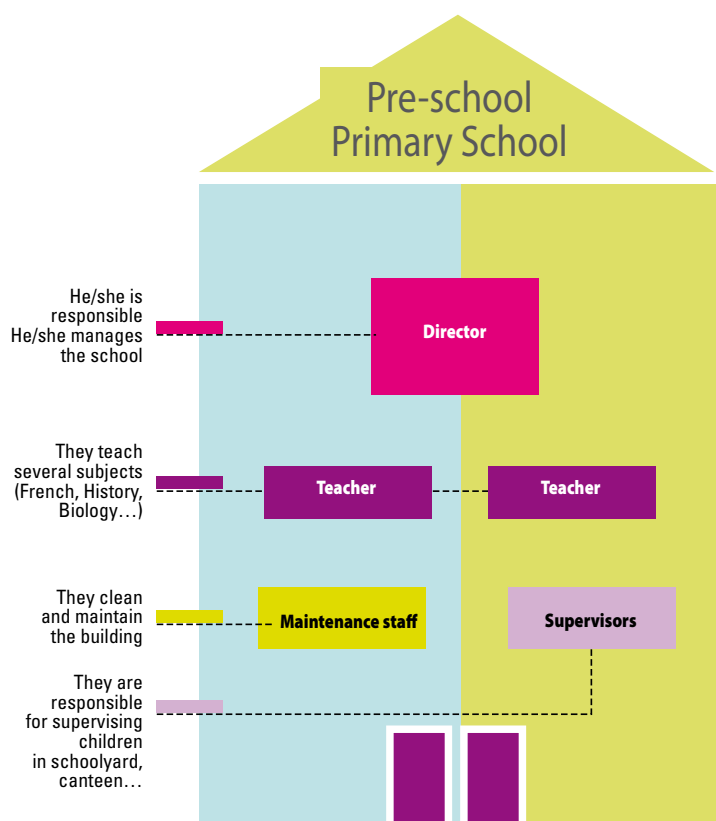
There is a head teacher. He is called Director. He or she manages the school and organizes the functioning of the school. It is the manager of the school.

There are teachers. It is women and men who received official training and **diploma**. In nursery and primary school, they teach several subjects. They also watch the break times, participate in staff meet-

ings, meet the parents in parents meetings. They accompany the children throughout their learning and help them to grow.

The hired hand staff cleans and maintains premises.

In some schools, external supervisors receive children in day nursery in the morning and in the evening. They can sometimes watch the lunch meal at the dining hall.



## In secondary school.

Schools are bigger. The pupils, the staff are there numerous.

There is a head teacher. He or she is called Prefect in the official network (see page 12) and Director in the free network (see page 12). He/she organizes the school. It is the person in charge of the school.

There is a Head master, in the **official schools** (see page 12) who is called Assistant in **free schools** (see page 12). He is in charge of the practical organization of the life in the school and can replace the Prefect (or Director) if he is absent.

The executive office manages administratively the staff of the school.

The bursar handles the accounts department of the school. He manages the finances. He organizes for example the purchases of equipments for the teachers, the sales of tickets for the dining hall, the loan or the sale of schoolbooks.

The executive office of students and the supervisor educators.

They are in charge of controlling entries and releases of the pupils and thus of controlling the absences. They watch the break times, the corridors, the dining hall. They can deal with registrations of the pupils.

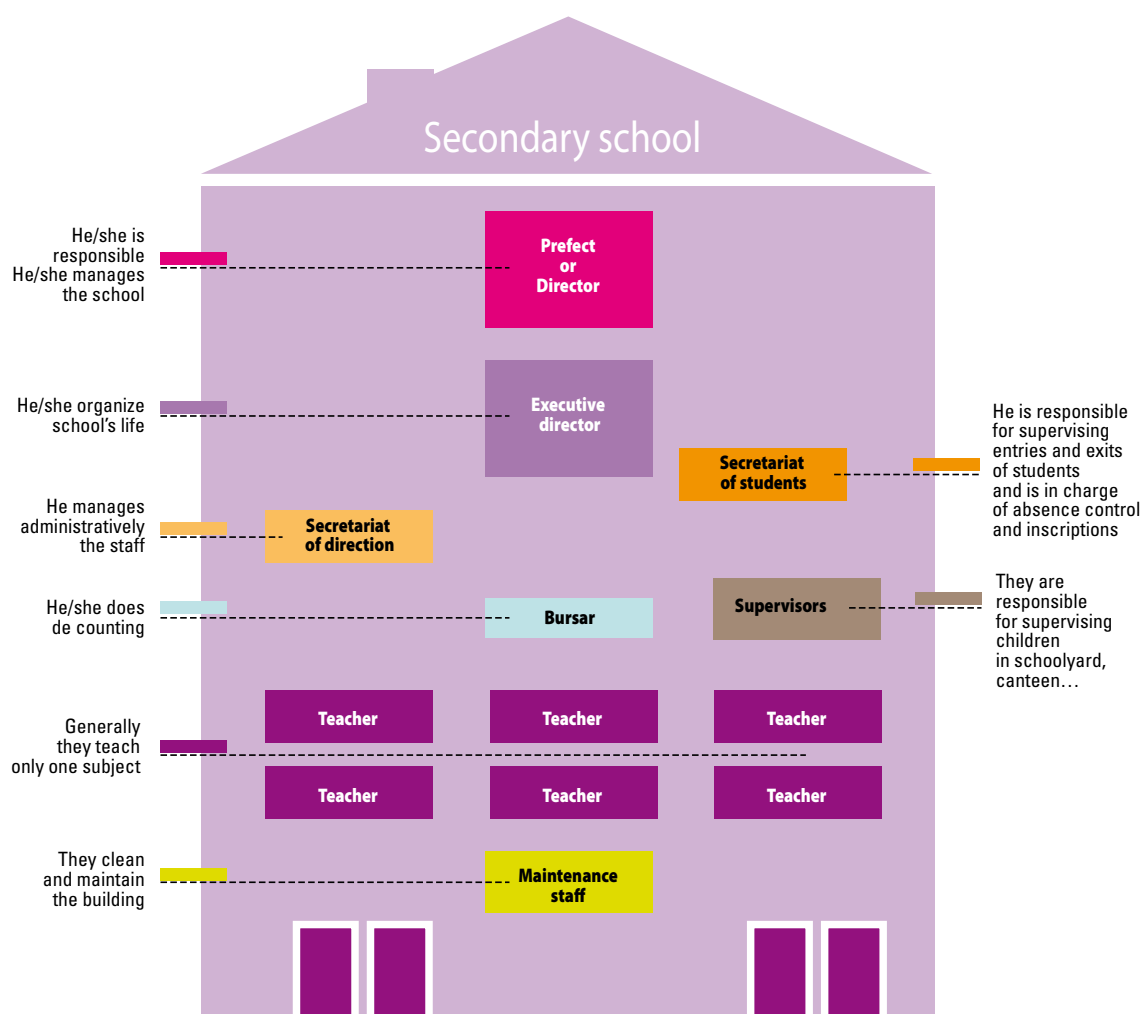
The teachers in secondary school are women and

men who generally teach only one subject (mathematics, French, Sport). They received their training and their **diploma** in this subject. Students thus often have as many teachers as classes.

It happens that some of them teach however two or three subjects.

In **class passerelle**, some schools have several teachers but it sometimes happens that a single teacher insures the classes.

The hired hand staff, when there is one, cleans and maintains premises. The cleanliness of the establishments however concerns everyone.



# How to register my child ?

It is possible to register my child at anytime during the school year.

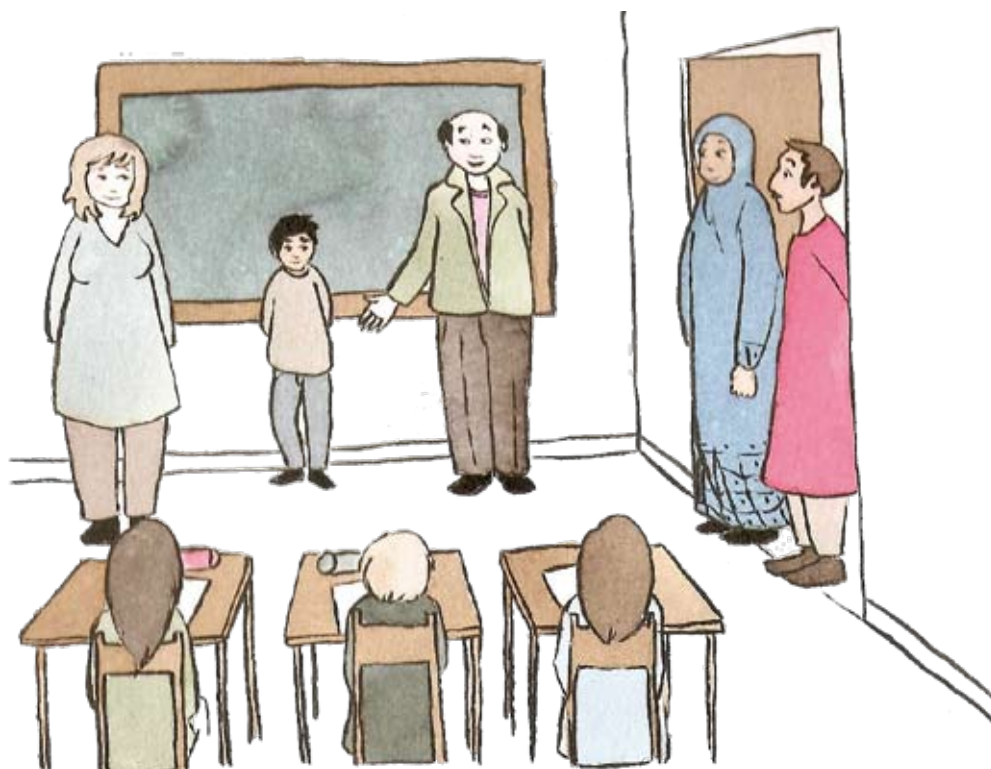


To register my child, I have to go with him to the school. The administrative staff of the establishment will need some documents to register my child. It is thus important to have with me my identity card (appendix 26, orange card, ID card). For

a registration in first form, a form will be given to me by the primary school. I shall have to fill in this form and give it back to the secondary school of my choice. A decision will then be given to me..

During the registration of my child at the school, an **interior regulation (ROI)** will be given to me, the educational project of the school, the general regulation of the studies as well as a list of equipment to have. The name of the Psycho Medical and social centre (PMS) attached to the school of my child will be also given to me. It is the opportunity for me to get information and to visit the establishment.

It happens that because of a lack of room in the chosen school, I cannot register my child. It is then necessary for me to look for another school which can receive my child.





# What happens during the school year ?

The school year in Belgium generally begins on September 1st.

## **At different moments of the school year, there are school holidays.**

By the end of October and the beginning of November: holidays of All Saints' Day called also autumn vacation. (1 week).

At the end of December: Christmas holidays (2 weeks).

In February: holidays of Carnival (1 week)

Between the end of March and the beginning of April: vacation of Easter called also Spring holidays (2 weeks).

The year ends at the end of June. The pupils then have a two months holidays.

There are also public holidays officially recognized by Belgium. They are feast days during which the school as well as the administrations and certain businesses are closed.

The **examinations** generally take place in December or January and in June. When these **examinations** are corrected, the school then proceeds to the delivery of school reports. Other reports, helping me to follow the progress of my child, will be given to me all year round.

Several times a year, meetings between teachers and parents are organized. The teachers will review with me the progress of my child, its behaviour in class, etc. I can also ask them questions. It is very important to be there every time.



The precise school calendar is available for consultation on the following web site:  
**<http://www.enseignement.be>**

# What happens during a week at school ? And a day ?

The week begins on Monday mornings and ends most of the time on Fridays at about 4 pm. Generally, Wednesday, children are current only in the morning (sometimes the punished pupils remain on Wednesday afternoon). There are also sometimes after school activities organized on Wednesday afternoons.

Every school decides on an hour of the beginning and on the end of the classes.

Every day children have a break in the morning and a lunch break between the classes of the morning and those of the afternoon.

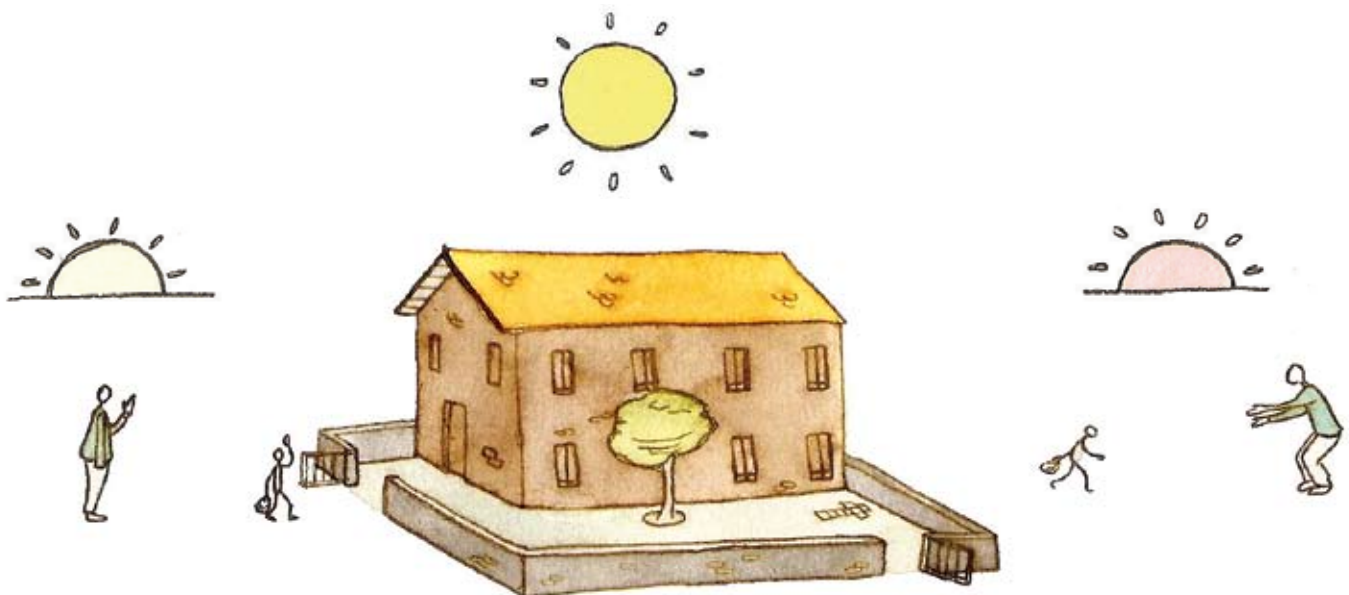
## **In primary school:**

The day generally begins between 8:00 am and 9:00 am to end between 3:30 pm and 4:00 pm.

## **In secondary school:**

Every class has its own schedule. At the beginning of the year, teachers give the pupils «the timetable». In secondary school, it is possible that the classes begin and do not end every day at the same hours.

In secondary school, pupils have a different teacher for each subject. Generally, pupils change classroom every hour.



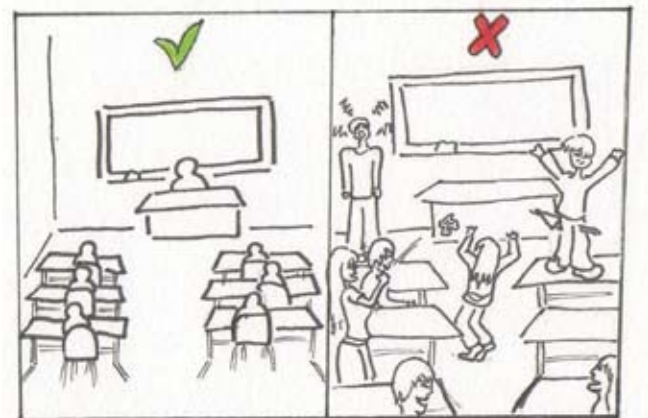
# What are the rules to follow in class ?

Pupils have to come to school on time. Unjustified lateness can be punished.



It is essential to have all its equipment (books, exercise books, pens, pencils, coloured pencils). The teacher can punish the pupils who don't have their personal belongings. Schools and teachers can ask for specific equipment.

In class, it is necessary to listen to the teacher. To speak, it is necessary to raise the hand and wait that the teacher invites the children to speak. It is also necessary to respect the word of the other one and not to interrupt it.



# What are the penalties in case of breackage of these rules?

The penalties depend on malpractices against rules committed by my child. I shall be warned in writing of every penalty imposed on my child.



A **reprimand** with works to be made can be noted in the **class diary**.



The **detention** means that my child will remain in the school for some hours besides his classes.



The **temporary exclusion from class** means that my child cannot attend the relevant class during some hours.



The **temporary exclusion** means that my child cannot attend all the classes during some days..

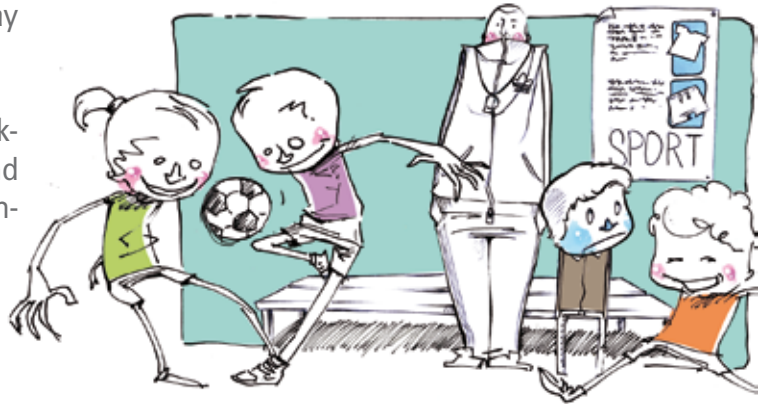


The **definitive exclusion** means that my child is not any more allowed within the school. It will then be necessary to find another one.

## What happens during the sports class ?

The sport classes are compulsory in the same way as the other classes.

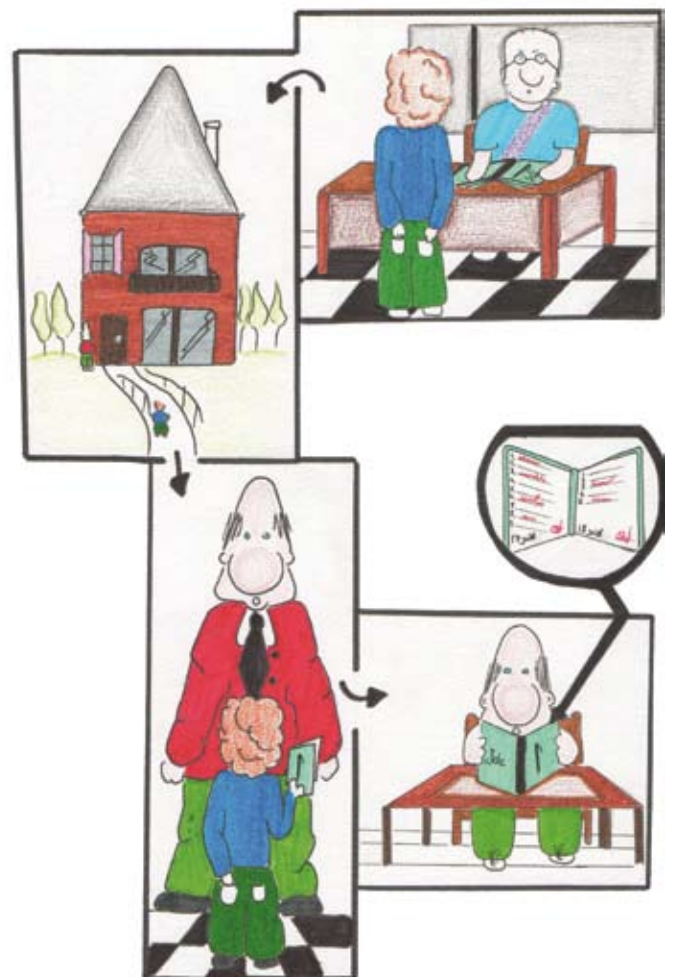
My child has to have his sporting equipment (sneakers with white sole, shorts, T-shirt, swimsuit and bathing cap as well as a bath towel for the swimming pool activities).



## What is the class diary ?

It is an exercise book which helps my child to note for every period, the subjects, the **homework** (exercises and lessons). It can be a planner or a day-to-day. The teachers will give me information or remarks by writing in this **class diary**.

My child always has to have his **class diary** with him. I have to look very regularly at this note book and sign it.



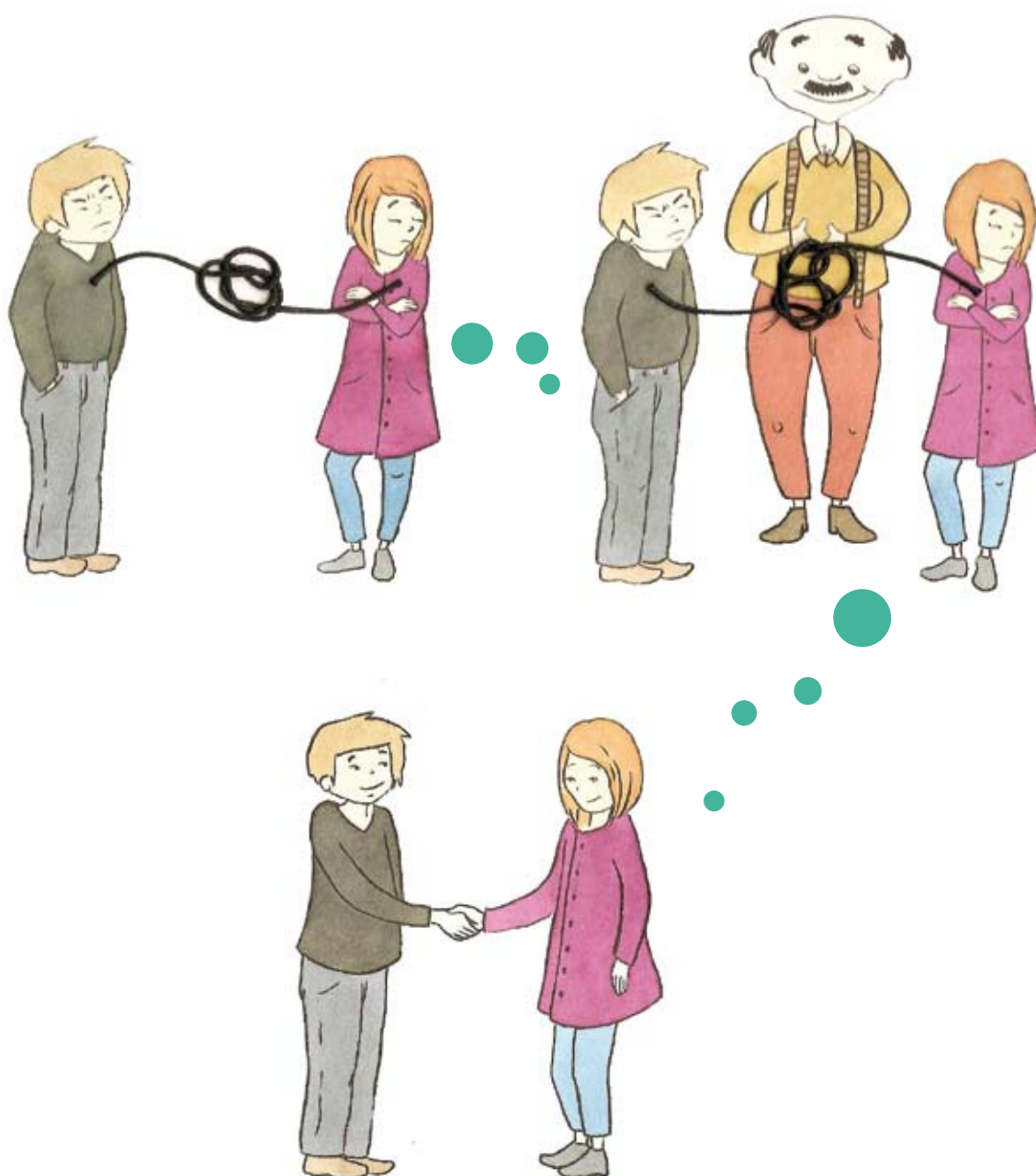


# Who are the academic mediators and what do they do ?

The school mediators are part of a device set up by the French Community. They intervene with the aim of anticipate the academic failure of the pupils and violence at school.

The Headmasters, the teachers, the parents and the pupils can call on to the school mediators. One of

their missions is to make the relationship between the persons concerned by the schooling of the pupils easier.



# who to contact if my child has learning difficulties ?

Some schools propose solutions to help the students with difficulties. I can ask to meet the teachers to know what we can do to help my child.. If my child faces learning difficulties, there are **homework** schools (EDD). These schools are outside schools and propose various activities to help my child. Some can be paying.

The list of "**homework** schools" and the specific help they can give to you is available on the web site: [www.ffedd.be](http://www.ffedd.be)

The services of school support can help my child some time if this one is excluded from his school or if he no more goes to school without having been excluded from it.

## **Psycho Medical and Social centre (PMS) are also there to help us.**

Every school is connected to a PMS Centre. The teams of these PMS Centres are made with psychologists, social workers and doctors or nurses.

The day of the registration of my child in his school, the name of the PMS Centre which the school is connected to will be given to me.

I can ask to meet the PMS Centre which works with the school of my child. It is free.

They are there to listen to the pupils and their family and find with them solutions of their problems (educational guidance, relational difficulties). They have for mission to help the children, the teenagers as well as their parents. They set up means to help the pupils to progress.

The PMS Centres can also give their opinion for the orientation of the pupils. The staff of the PMS Centre is under professional secrecy. They cannot give the information I give to them.



# Who to contact if we face other difficulties at school ?

If I face communication problems with the staff of the school, I can call on, in some cities, to the intercultural mediators. They will try to establish a dialogue with the school. They can help me to communicate with the staff of the school and to move closer to each other.

If my child is a victim of racism or witnesses racist acts, I have to act. At first, I have to warn a teacher or the Direction of it. Then, services specialized in Human Rights can advise and accompany us. The Centre for the Equality of opportunities and the fight against racism is there to receive and handle the complaints submitted for racism or discrimination.

<http://www.diversite.be>



## What should I do if I move ?

I have to tell the Direction of the school the date when my child is going to leave the school. If possible, I give the address of the new school of my child.

If my child is in primary school, a document will be given to me by the school that my child leaves. Once this document is filled in, I shall give it to the new school of my child.

If my child is in primary school, a document will be given to me by the school that my child leaves. Once this document is filled in, I shall give it to the new school of my child.



## Where can I learn French ?

In some centres for asylum seekers of Red Cross of Belgium, French courses are given. Associations are also present in numerous cities and propose classes of French learning. The ad-

dress and phone number of these associations are available for consultation on the web site of the social guide.

<http://www.guidesocial.be/>



# Where can I find further information ?

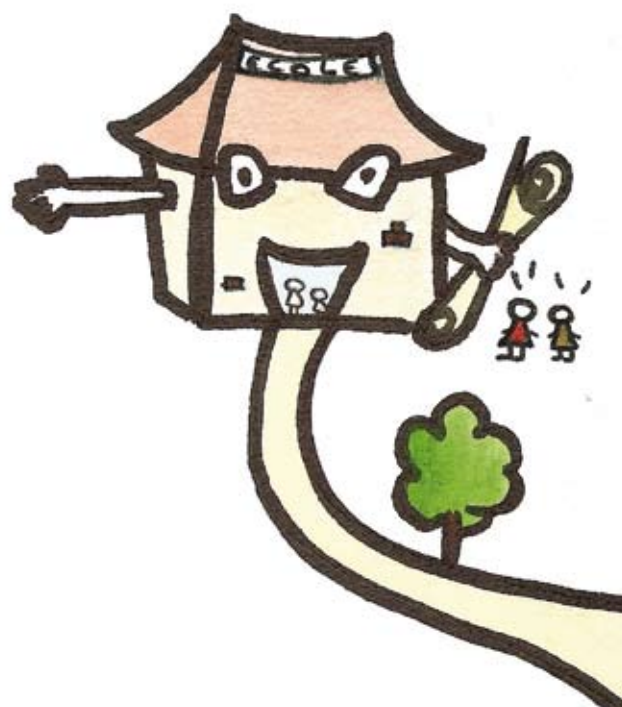
## Web sites:

[www.enseignement.be](http://www.enseignement.be) (list of schools having **class passerelle**, list of PMS centres attached to schools, explanations of programs and different scholar levels...)  
[www.devenirKLK1.be](http://www.devenirKLK1.be) (choice of trainings)  
[www.orientation.be](http://www.orientation.be) (orientation)  
[www.siep.be](http://www.siep.be) (orientation and choice of trainings)  
[www.zoomjeunes.be](http://www.zoomjeunes.be) (aid service in open area)  
[www.cire.irisnet.be](http://www.cire.irisnet.be) (interpreting and translation service, French courses...)  
[www.ffedd.be](http://www.ffedd.be) (**homework** schools)  
[www.guidesocial.be](http://www.guidesocial.be) (General site resuming the addresses and telephone numbers of associations proposing services connected to the education, the orientation, the training, the discount(delivery) for school level)  
[www.diversite.be](http://www.diversite.be) (Centre for the equality of opportunities and the fight against racism)

## Adresses:

SIEP: Service d'Information sur les Etudes et les Professions

Namur:	12 rue de Saintraint, 5000 Namur	• 081 25 14 00
Mons:	2 boulevard F. Masson, 7000 Mons	• 065 33 48 22
Liège:	25 rue Forgeur, 4000 Liège	• 042 22 08 78
Charleroi:	35 boulevard P. Janson, 6000 Charleroi	• 071 33 12 06
Bruxelles:	109-111 rue de la Poste, 1030 Bruxelles	• 026 40 08 32



# Lexicon

.....

<b>Parents association:</b>	Group of parents trying to collaborate with the staff of the establishment to improve the well-being of the pupils. They are the relay between the staff of the school and the parents.
<b>Class passerelle:</b>	Class having for objective the upgrading of newcomer pupils as well as the extensive learning of French.
<b>Council of Integration:</b>	It is made up of teachers of the cycle corresponding to the age of the pupil and is chaired by the Direction of the school. It has the aim of inserting the pupils of <b>class passerelle</b> into the common classes according to the level of the pupil.
<b>Class of ethics:</b>	Class to teach to the pupils the rights and duties of the citizen, the foundations of the democracy, the freedom, the communication, to develop their critical spirit.
<b>The homework:</b>	Writing work, exercises, lessons learning pupils have to make outside periods. They are given by the teacher.
<b>Diploma:</b>	Document giving evidence of the success in an <b>examination</b> .
<b>Free schools:</b>	Teaching is there organized by religious congregations or associations.
<b>Official Schools:</b>	Teaching is organized there by public authorities.
<b>Free pupil:</b>	Pupil who can not take the <b>examinations</b> and thus aspire to the passage in the superior year.
<b>Examinations:</b>	Written or oral Tests to estimate the skills of the pupils.
<b>The class diary:</b>	Exercise book, schedule or day-to-day allowing the pupils to note the schedule of the classes, the <b>homework</b> (exercises and lessons) to make at home. It helps parents and teachers to communicate in writing.
<b>Justify one's absence:</b>	Bring a document to the administration of the school explaining the reasons of the absence of one's child. (Example: certificate given by the Doctor)
<b>Interior regulation (ROI):</b>	Document given to the parents during the registration of the pupil presenting the various rules of life to be respected in the school. The ROI also informs about possible penalties in case of non compliance with these rules.

# Glossary of degrees

---

## Certifications (fundamental and secondary school)

The pupils receive a certification (**diploma**) according to every «key moment» of their school way:

- C.E.B.** [Certificate of Basic studies]: at the end of the primary education
- C.2.D.** [Certificate of secondary education of the 2nd Degree]: at the end of the 4th secondary year
- C.E.S.S.** [Certificate of Upper Secondary education]: at the end of the 6th secondary year (this certificate gives the access to the higher education)
- C.Q.6** [Certificate of Qualification 6]: at the end of the 6th secondary year of qualification
- C.Q.7** [Certificate of Qualification 7]: at the end of the 7th secondary year of qualification
- C.P6** [Basic school-leaving qualification of 6th year of the professional training]: at the end of the 6th year of professional studies

## Certificates (in the secondary education)

During the «second degree» ( 3rd and 4th year) and the «third degree» ( 5th and 6th year) of the secondary education, the directions give one of the following «certificates» at the end of every school year:

- AOA** [Certificate of Orientation A]: complete success (the pupil crosses the class and can choose the type of education, the shape and the option for the next year)
- AOB** [Certificate of Orientation B]: success with limitation (the pupil can cross the class but his choice will be conditioned by the limitation imposed by the professors in deliberation of end of school year)
- AOC** [Certificate of Orientation C]: failure (compulsory redoubling)

Merci et bravo  
à nos illustrateurs !

