

To the association's international member schools

The association's secretariat sees a number of recurring questions that are relevant for international independent and private primary and lower secondary schools in connection with the end of the school year and the planning of the new school year. Below, we have outlined the underlying rules relating to three of the questions that we are often asked, namely the requirement for number of school days, admission to the upper secondary education programmes and recruitment and employment of staff.

The requirement for number of school days at independent and private primary and lower secondary schools

An international school or an international department is "an independent primary and lower secondary school" within the meaning of the law. This means that the school or department must comply with all current conditions in the main legislation (Danish Act on Small Independent Schools and Private Primary and Lower secondary Schools etc.) as well as associated executive orders. Any exceptions applicable to international departments and international schools are all specifically described in the legislation.

There are no exemptions for international schools or departments with respect to the requirement for the number of school days in a year.

There is no requirement with respect to number of teaching lessons at small independent primary and lower secondary schools. There are, however, requirements as to the teaching goal that should be achieved (measure-up requirement¹) and requirements for number of school days in a year. The requirement for number of school days is stated in section 4 of the Danish Act on Small Independent Schools and Private Primary and Lower Secondary Schools.

¹ The teaching at a small independent primary or lower secondary school must "measure up" to the teaching in the mandatory subjects and topics in the Danish municipal primary and lower secondary schools (section 1(2) of the Danish Act on Small Independent Schools and Private Primary and Lower Secondary Schools). This also applies to international departments and international schools.

The measure-up requirement basically means that students attending a small independent primary or lower secondary school must be able to achieve the same level of knowledge, skills and competences in the mandatory subject and topics in the Danish municipal primary and lower secondary schools as if they attended such a school. The difference is that the small independent primary and lower secondary schools have more freedom to solve the task.

“The school year starts on 1 August and normally includes 200 school days.”

This means that from 1 August to the end of the school year it must be possible to count 200 school days (teaching days). “Normally” means that there can normally not be more or fewer than 200 school days. If, in exceptional cases, the school cannot achieve 200 school days in a school year the school is expected to include the corresponding additional teaching in a coming or close school year.

The requirements for instruction at a small independent and a private primary and lower secondary school may be seen in part 1 in Danish Act on Small Independent Schools and Private Primary and Lower Secondary Schools etc. The above-mentioned requirements are included in sections 1(2)(4) in the Danish Act on Small Independent Schools and Private Primary and Lower Secondary Schools.

Students’ admission to the upper secondary education programmes

To have a legal right to be admitted to an upper secondary education program in Denmark the students have to fulfil a number of requirements. These may be found here: Requirement for admission to upper secondary education programmes.

In order to have a direct legal right to admission to the upper secondary education programmes the students must have completed the entire² “9th grade school-leaving examination of the Danish municipal primary and lower secondary schools”. If not, the students must take an admission test. A number of international schools offer an internationally recognized education program at both primary and lower secondary level and upper secondary level based on International Baccalaureate (IB). A number of schools also offer an internationally recognized education program based on Cambridge International Programme. The students are assessed at tests/examinations under these systems. The students do not obtain a legal right to admission to Danish upper secondary education programmes by having completed these tests and examinations.

International schools or departments cannot bypass the admission rules by, for example, converting grades and entering them in optagelse.dk or concluding special agreements on individual students. The students have to attend an admission test at

² As a special arrangement, the international schools are able to register the students for the examination in the subject Danish within the municipal primary and lower secondary school system even though they do not offer the rest of the examinations held within the municipal primary and lower secondary school system, cf. section 65 of the Executive Order on Examinations. However, this does not change anything in relation to the legal right to admission to the upper secondary education programmes.

the preferred upper secondary school (note that a few schools have special legal authority³).

Recruitment and employment of staff

In connection with the employment of staff, the international schools and departments must pay special attention to the requirement for work permit and that small independent schools and private schools cannot grant tax-free staff benefits such as payment of travel expenses, housing etc.

Furthermore, it is not permitted for small independent schools and private schools to grant full or partial reduction of tuition for employees' children as part of the employment and salary conditions. A full or partial reduction of tuition for employees' children will be regarded as a pay supplement. There is no legal basis for a pay supplement of this type in the collective agreements negotiated by the government or the collective agreements negotiated by the association.

If the school has an internal pool for reduction of tuition the school's employees may apply for full or partial reduction of tuition on the same terms as other parents.

In case of questions regarding the above you are of course welcome to contact the association's secretariat.

Yours sincerely

Danmarks Private Skoler – grundskoler og gymnasier
Ny Kongensgade 15, 1472 Copenhagen K

Phone: +45 33307930

E-mail: info@privateskoler.dk

www.privateskoler.dk

³ For students from European School Copenhagen, Prins Henrik Skole and Sankt Petri Skole, all located in Copenhagen, the students do not necessarily have to attend a mandatory admission test. This is due to the provision in section 24 of the Executive Order on Admission.

[Skriv her]