



**The International School
of The Hague**

Primary

The International School of The Hague – Primary School Recruitment Information Package



Our School

Welcome to The International School of The Hague. Everything at The International School of The Hague (ISH) is driven by student learning. We are very proud of the quality of education that we provide for the students of all ages and nationalities and continuously seek to understand the needs of each individual student in order to provide the opportunities for them to succeed. We are proud to say that ISH is a truly International School with 2000 students on roll from over 100 nationalities and our diverse staff.

Our mission statement **“Curious, Connected and Compassionate”** reflects this and we aim to inspire personal excellence in our strong and diverse community. ISH has been serving the community of The Hague for many years.

The Primary and Secondary schools came together when we moved to our current Kijkduin campus in the south of the city. The Primary School prides itself on being the first school in the world to be awarded ‘Mastering’ in the accreditation of the International Primary Curriculum (IPC) in 2009. In 2013, we were also awarded ‘Re-mastering’, another wonderful achievement.

The Secondary School follows the International Baccalaureate (IB) Middle Years Programme (MYP), Diploma Programme (DP) and Career-Related Programme (CP) and our results at both MYP and DP are above the world average. ISH Secondary School is an IB World School. In 2020 the School received whole school CIS accreditation and the Primary received its IPC accreditation. The Secondary School

We aim to develop the capacity for life-long learning by providing a holistic education that focuses on more than academic success. We provide many opportunities for our students both inside and outside of the classroom with a rich extra-curricular programme that runs in synergy with our academic programmes, with the addition of a pastoral mentoring programme within ISH Secondary and PATHS in Primary. This reflects our commitment to enable happy and healthy students by investing in their emotional and social wellbeing.



Rijnlands Lyceum Foundation

The International School of The Hague (ISH) is part of the *stichting* “Het Rijnlands Lyceum”, Rijnlands Lyceum Foundation. The Rijnlands Lyceum Foundation is an ambitious foundation that offers both primary and secondary education and national and international education. The International School of The Hague and the European School of The Hague are our international schools. Rijnlands Lyceum Oegstgeest and Rijnlands Lyceum Wassenaar both have an international department.

Rijnlands Lyceum Foundation has over 1100 staff members at eight schools and provides innovative quality education to more than 7000 students with a focus on global citizenship. Rijnlands Lyceum Foundation is a learning organisation that continuously adapts to a changing society. We not only focus on the development of the students, but also on the professional growth of staff members. Rijnlands Lyceum Foundation stimulates and facilitates professional development and offers career prospects. Only in that way we are able to guarantee quality education.

The ISH Primary School

The ISH was founded in 2003 under The Rijnlands Lyceum Foundation. Since its inception, it has grown into a school that hosts over 70 different nationalities and language backgrounds. Numbers have grown considerably since our foundation. We began with just over 100 pupils but now stand at around 600+. We are a warm, welcoming multi-ethnic community with children from diverse cultural backgrounds and staff from a range of countries and backgrounds. We are proud of our diversity and celebrate this in the classroom, during assemblies and through after-school activities and various events. The school has a high profile internationally and is represented at all major conferences and educational events worldwide.

Our facilities include a shared 2 full sized Sports Halls, separable into 4 smaller halls, a 350-seat theatre, large indoor circulation and display areas, and impressive surroundings with a dedicated environmental area. The Primary school also has a separate wing which contains 20 classrooms, a computer suite and a Gym hall for Primary students. We have a large aula with a kitchen and a “speellokaal” for our younger students. Behind the school we have access to astroturf, allowing our students access to outdoor play. The school is also linked with local sports clubs, including football, hockey, bowling and golf clubs. The building design is very environmentally friendly, incorporating low energy designs and utilising recyclable materials.

Learning Definition

Our Primary student-friendly definition is:

“Learning at ISH is a journey of Change”

C- Challenge

H – holistic

A – Agency

N – Nurturing

G – Growth

E - Evaluating



International Primary Curriculum

The children follow the International Primary Curriculum for subjects including Science, Art, Design, History, Geography and IT. Also included in this curriculum is the teaching of international understanding and personal and social goals. The curriculum is based on research into how the brain learns best and helps to develop the individual strengths and learning styles of each child. Through the IPC the children make continuous connections between their host and home countries.

Language Arts Curriculum

We use the 'Writing Workshop' approach to support writing in a constructive, child friendly way. The Writing Workshop allows the child to draw on their own life experiences and interests to write genre specific texts for an authentic audience. Children learn about the features of different genres and are shown how to incorporate them into their writing. They are encouraged to work through the writing process of drafting, revising, editing and eventually publishing a selected piece of work. Reading development is supported with the use of the Oxford University Press Reading Criterion Scales. Students have different opportunities to engage in reading; one to one with a teacher (age and level dependent), in a small group through guided reading, or independently. The word study programme supports the reading and writing development of students. Students engage in phonics, spelling and grammar lessons, as appropriate, that encourage them to look closely at words and develop their understanding of the rules and patterns that exist in the English language.

Mathematics

At ISH Primary we follow a Mastery approach to the teaching and learning of Mathematics. Mastering mathematics means acquiring a deep, long-term, secure and adaptable understanding of the subject. At any one point in a pupil's journey through school, achieving mastery is taken to mean acquiring a solid enough understanding of the mathematics that has been taught to enable him/her move on to more advanced material. At ISH we hold the belief that all students are capable of understanding mathematics, given sufficient time. Pupils are neither 'born with the mathematics gene' nor 'just no good at mathematics'. With good teaching, appropriate resources, effort and a 'can do' attitude we believe that all children can achieve in and enjoy mathematics.

ICT

The school has interactive smartboards to support learning in all classrooms. We have an ICT Suite as well as smaller I.T. study areas and computers in our Primary Library. All classes have access to iPads which they utilise to enhance their learning in all areas of the curriculum. We have a 1:1 iPad scheme in Years 5 & 6 in place.

Languages

Though the school's core instructional language is English, Dutch and Home Tongue instruction are prominent in its learning environments as well. Children are taught in English. However, provision through translanguaging is made for children who have English as an additional language. Children of all age groups learn Dutch. Children's development of their own home language or identify and culture is supported and encouraged through a unique programme, allowing children some curricular time to work in their own preferred language as well as the opportunity to attend after-school Home languages classes. Many schools from all over the world visit to see this programme in action.

EAL (English as an Additional Language)

For a number of our children for whom English is not the first language, their learning is supported by a team of EAL teachers. Children are taught within the class setting or withdrawn in a small group. Around 80% of our children have English as an additional language, although most of these are now fluent in English. Our EAL support is provided to all the different stages of English learning. Class teachers are also trained to support EAL students within their classrooms.

Specialist Lessons

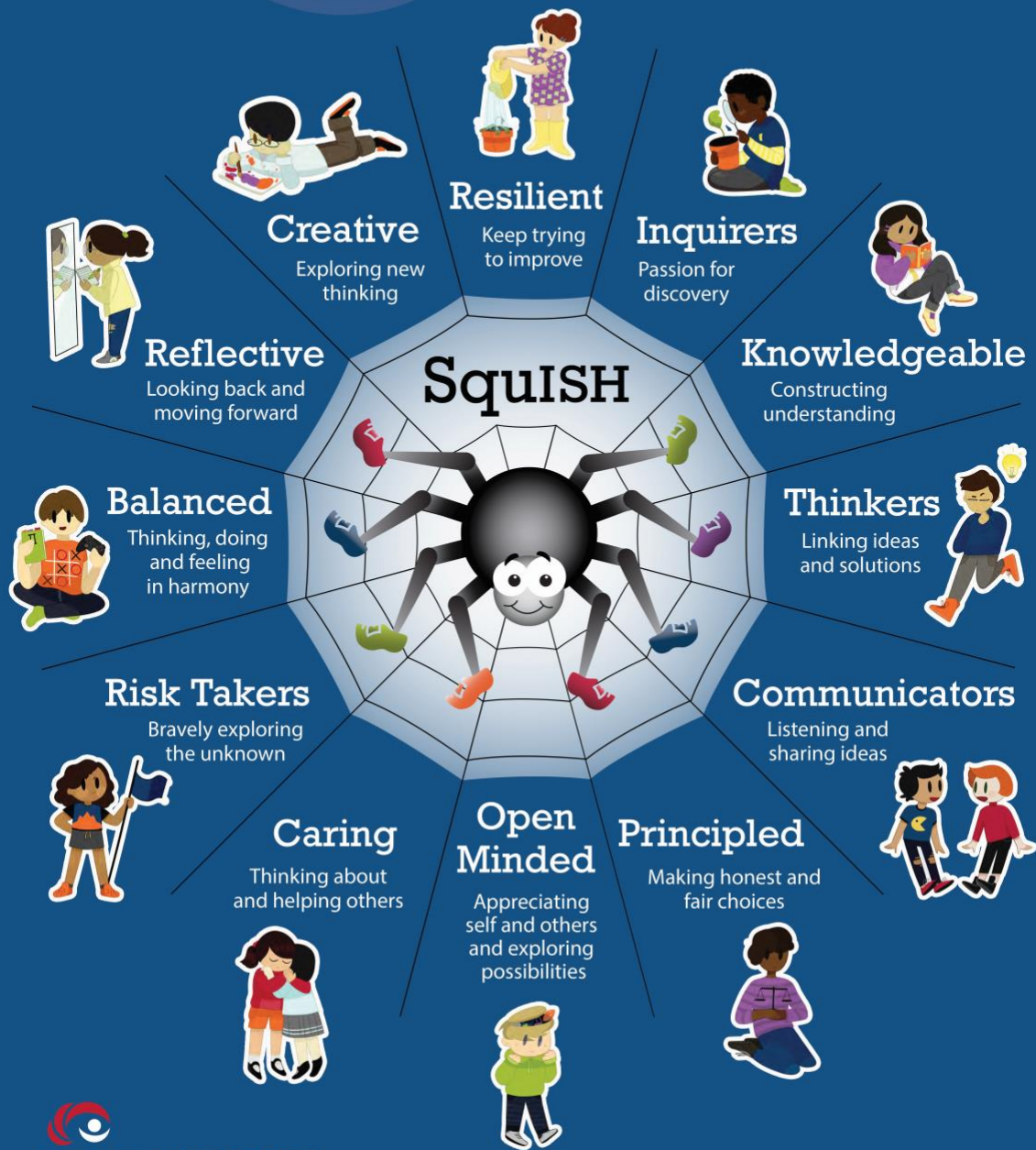
Children are taught in their classroom for most lessons. In addition to the above curriculum our children also have specialist Music, Physical Education and Dutch lessons from 5 years of age.

Learning Support Department

For those children with particular learning requirements, support is provided either in class or in a withdrawal group. Our LS teachers and LS assistants work in class or on a withdrawal basis, depending on the specific needs of the child. We are also able to tap into local expertise in speech and language therapy, occupational therapy, physiotherapy, counselling and social work.

For more information please see our website; [Primary Curriculum](#)

ISH Community Profile



The International School
of The Hague

Living in The Hague

“The Hague has many faces: international city of peace and justice, Royal residence, European city and multicultural hub.”: www.denhaag.nl/english

The Hague is a beautiful city located behind the sand dunes and adjacent to miles of clean and attractive beaches. It is the only major city in the Netherlands that lies directly at the sea, and it is known as 'the largest village in Europe' although it continues to grow in size. It is the seat of Dutch government and home to the Royal Family. It has a beautiful historic city center and numerous 'Pleins' (squares) where one can sit out and enjoy a drink and a snack. The city has beautiful architecture, numerous canals and an excellent public transport system. One of the particular pleasures of living in The Hague is the opportunity to cycle through the sand dunes alongside the beach. There are also extensive cycling routes to explore. In fact, most of our staff cycle to school. The Hague has an excellent shopping center and is one of the best cities in Europe for eating out. One of the more noticeable features of The Hague is the profusion of parks in the city. It is one of the greenest cities in Europe as well as being a safe, friendly and relaxing place to live.

Some figures about The Hague

The Hague is the largest Dutch city on the North Sea in The Netherlands. The Hague counts over 537,000 inhabitants, making it the third largest city of The Netherlands.



- Around 260,00 houses
- 11 km of coastline
- Surface area close to 100 km²: approx. one third of the city is green (parks. etc.)
- Seat of Dutch government
- 2nd UN world city after New York
- 104 embassies and consulates
- More than 150 international organizations
- Residency of King Willem Alexander

More information: [The Hague](#) and [The Hague International Centre](#).



Child Safeguarding/Certificate of Good Conduct (VOG)

Aligned with the recommendations of the International Task Force on Child Protection, we hold ourselves to a high standard of effective recruiting practices with specific attention to child protection.

To this end, all those appointed at The International School of The Hague are required to submit a valid Certificate of good conduct (in Dutch: VOG) before the official start date of the contract. A certificate of good conduct is a document by which the Dutch Minister of Legal Protection declares that the applicant has not been convicted for any crime relevant to the performance of his or her duties.

The Dutch Law requires a Certificate of Good Conduct for positions in primary and secondary education. The decision to issue this certificate lies with the Ministry of Justice (in Dutch: Dienst Justis). Your appointment with The Rijnlands Lyceum Foundation takes place on condition that you submit a valid Dutch VOG to us in advance, before the official start date of your contract.

After the acceptance of the job offer, this procedure will be explained in further detail by your HR contact person together with other terms and conditions of your employment. Next to the Dutch Certificate of good conduct, you also have to submit one linked to the country where you live at the moment. Both certificate of conducts should not be older than 6 months on the official start date of your contract. Needless to say, Rijnlands will reimburse all costs in relation to the above.

Qualification requirements

The teaching profession in The Netherlands is strictly regulated. This means that only those in the possession of teaching qualifications are allowed to practice the profession.

Teachers who have obtained their diplomas and certificates abroad must always have their foreign teaching qualifications recognized by [Dienst Uitvoering Onderwijs](#) (DUO, part of the Dutch Ministry of Education), who is authorized to provide them with a Dutch recognized teaching certificate.

The following DUO criteria must be met in order to work for us:

- Fully qualified teacher status for primary education in the country the qualification is obtained (for UK/Ireland/Scotland: you have been awarded QTS and have successfully completed - or are exempt from - the statutory induction period)
- Additional qualifications (e.g. CELTA, FLE, etc.) if required for the position applied for
- Successful teaching experience
- Knowledge of international curricula
- Experience teaching pupils in their second language
- Fluent in the language in which you teach
- Experience working collaboratively in an international environment

International teachers are advised to apply for accreditation of their teaching qualification prior to coming to The Netherlands. This application can be done by sending your qualifications and application form directly to DUO (email: ks.dw@duo.nl - up to 5MB). For more information, please visit the [DUO website](#).

Selection criteria

Our school requirements experienced teachers, with academic and teaching qualifications, and an international background. The main criteria for selection, therefore, are:

- University degree and teaching qualification that is recognized by the Dutch Education Authorities (DUO);
- successful classroom teaching experience;
- knowledge of IB curriculum desirable;
- English to native or near native speaker level;
- The right to work in The Netherlands.

If you are appointed as a teacher, you must send copies of original diplomas and qualifications to your HR contact person.

Recruitment code

The recruitment code contains rules that The Rijnlands Lyceum Foundation should take into account during the recruitment and selection of candidates to fill vacancies.

The purpose of the code is to provide a standard for a transparent and fair recruitment and selection procedure.

This code is drawn up in accordance with the Rijnlands Lyceum Foundation Privacy Policy, the Privacy Rules of Procedure for the Processing of Personal Data of Staff in Secondary and secondary education and the regulations of the General Data Protection Regulation, GDPR, (in Dutch "AVG"). Chapter 15 outlines the Privacy Statement for applicants.

Privacy Statement for Applicants

The Rijnlands Lyceum foundation attaches considerable importance to the privacy and the protection of the personal data of applicants. The processing of the personal data takes place in a manner that is in line with the statutory requirements in accordance with the

General Data Protection Regulation, (GDPR). The **privacy statement** contains information about how we handle applicants' personal data, how we record this and on what basis.

You can find the recruitment code on the website of the Foundation/vacancies. The privacy regulations are to be found under the [Stichting/Foundation](#) website (tab: organisation/articles of association and regulations).

Terms and conditions of employment

If your application for a position at the school is successful, our HR department will help you with your relocation and settling in. An additional service provided by the school is a comprehensive relocation package with relevant information regarding your relocation.

All terms and conditions of your contract will be according to the Dutch Collective Labour Agreement (in Dutch CAO). Your salary will be based on your function and the years of teaching experience.

Collective Labour Agreement (CLA)

A good Collective Labour Agreement for education enables teachers, school management and support staff to do their job well and thus ensures that students receive quality education. Here you can find the CLA for Dutch [Primary](#) Education. The CLA is only available in digital form. For the English version, please contact your HR advisor.

Attractive package of terms and conditions of employment

Besides a meaningful job, Rijnlands offers attractive terms and conditions of employment determined by the Secondary education collective labour agreements, as well as Rijnlands specific benefits. This includes (but is not limited to):

Salary elements (Primary education)

- 8% holiday allowance (paid out in May);
- year-end bonus (6.3 % for Primary education, paid out in December)
- extra end-of-year allowance of € 1.219,30 gross for scales 1-5 & € 1.168,03 gross for scales 6-8: (only applicable for support staff);
- a payment of € 200 gross regarding the day of the teacher, (based on a fulltime position) paid in October each year;
- an employer's contribution towards the Dutch ABP pension scheme;
- a commuting allowance (home-work), in accordance with the CLA;
- a number of options for tax benefits regarding e.g. trade union dues, the costs of sports (for instance fitness) membership fees and the purchase of a bicycle (for commuting purposes);
- a collective/group occupational disability insurance IPAP (Loyalis);
- a discount on various insurances: for instance, health care, home content, legal aid, liability insurance policies and more

The total annual salary, including the year-end bonus and holiday allowance, is almost equal to 14 months payment. Please note, all amounts mentioned above are gross and calculated pro rata.

Relocation Package (CLA Primary)

All new staff moving to the Netherlands are entitled to a relocation compensation consisting of:

- Compensation (tax free) for expenses incurred for the transportation of luggage and household effects of the employee and the members of his/her family to the new house with a maximum of € 2.188,55,- for Primary education (based on receipts);
- An agreed amount for all remaining expenses that ensue directly from the relocation, set at 12% of the annual salary with a minimum of € 1.820,- and a maximum of €5.445,- (tax free).

If both you and your partner are entitled to the removal costs (bullet 1 and 2), then each person will receive only half of these amounts.

- Hotel costs reimbursement, with a max. of € 1.400,- net (based on receipts). This amount is a total per family;
- Basic settling in service and local registration (HR relocation services); HR will help you with work-and residence permits ([IND Immigration Service](#)), registration at the municipality of The Hague, apply for a Dutch code of good conduct (VOG), opening a [Dutch bank account \(ABN AMRO\)](#) , apply for a [Dutch Teaching Certificate](#), etc.;
- Housing support: HR will inform you about the possibilities;
- HR assistance with the Application 30% ruling (tax benefit) if you meet the required conditions. More information can be found under the heading “30% ruling”;
- Dutch Tax application Support (reimbursed by Rijnlands only for 1st year to expat staff). Rijnlands has an agreement with a tax consultancy that will help with the tax refund for all new staff hired from abroad;
- an [OV Chip card](#) with € 20,- credit to travel within the Netherlands by public transportation.

Repayment obligation

A descending repayment obligation is applicable for the compensation as described in bullets 1 and 2 for three years after reimbursement.

30% ruling

Under the 30% ruling, international staff can receive tax exemption for a ¹maximum of 30% of their annual gross salary.

The 30% ruling is meant as a compensation for the extraterritorial costs that expats incur while living abroad. The 30% ruling applies to staff that have been recruited from abroad. The rule can only be applied if income tax is paid in the Netherlands. The duration of the 30% ruling is for a period of maximum 5 years.

You are eligible to receive this benefit if you meet a number of [conditions](#):

- Specific expertise; the applicant must possess specific expertise which is not or hardly available on the Dutch Labour market.
- Salary criteria; your annual gross salary has to be at least € 38,961.- (fiscal wage 2021) or;
- if you are aged below 30 and you are awarded a Dutch Master's qualification in university education or an equivalent foreign qualification, and your annual gross salary wage exceeds € 29,616.- (fiscal wage 2021) and;
- 150 km distance: in the 24 months prior to your 1st day of work in the Netherlands you live at more than [150 kilometers in a straight line from the Dutch border](#).

HR assistance

HR will assist you in the application process and will send the completed **application form** to the Dutch Tax Authorities. The content of the application itself is your responsibility. More information can be found on the website of the [Dutch Tax Authorities](#).

School fees

It is Rijnlands' policy to waive the school fees for children of international staff recruited from abroad on the condition that the 30% ruling is granted. School fees are waived for the two eldest children only. All additional costs, such as a Deposit Fee (a fee of € 1000,- deposit, to be paid once only and refunded when conditions are met, please refer to our website at <https://www.ishtehague.nl/join-us/admissions/school-fees> for more information), examination fees, MYP Diploma fees, books, IT devices etc., are for your own account.

¹ A minimum fiscal salary of euro 38.961,- (or euro 29.616) is required after reduction of the 30% ruling is applied. This means that the percentage for your tax advantage is not necessarily 30 % but can be lower in order to ensure that the 30% ruling (gross) deduction does not lower the salary to below the required minimum.

Please bear in mind that the school fee waiver applies as long as you have the 30% ruling; when the 30% ruling expires, so will the school fee waiver. Any staff who do not qualify for the 30% are unfortunately not entitled to this due to Dutch tax law.

Additional Rijnlands terms and conditions of employment

In addition to the above benefits, staff are given a number of options for tax advantage under the so called “cafeteria scheme”.

Cafeteria scheme

Rijnlands staff can participate in the “cafeteria scheme”. This is a scheme that provides you a tax benefit on your salary, because part of your gross earnings can be used as a tax-free allowance.

The scheme consists of a bicycle plan (up to € 1250,- and one bike per 5 years only), sport subscription plan (up to € 270,- per year), union membership scheme and a tax benefit on your commuting expenses.

Medical Insurance

In the Netherlands, it is compulsory to have medical insurance. Basic costs are around € 100 per month per adult. Children are included into their parent’s insurance without any additional costs until they reach the age of 18. There is also the option to take out additional medical insurance (dentist) to individual needs and requirements. You can find more information : [Information from the Government of The Netherlands | Government.nl](#)

Discount

Rijnlands Lyceum offers all employees various discounts on collective insurances: (including healthcare, car, legal aid, home contents, accident, liability insurance and disability insurance).

Professional Development

The school has a very generous staff development budget and, having identified specific needs during their goal setting; it is possible that members of staff can attend appropriate courses overseas or at home. However, the majority of the professional development is organised through the school.

ABP Pension

As of the commencement of your employment, you will accrue pension with **Algemeen Burgerlijk Pensioenfonds (ABP)**. ABP is the pension fund for employees working within the educational sectors. ABP provides income security for old age retirement (not state pension), in the event of death or occupational disability.

You can find more information at www.abp.nl/english. For your information, we organize an annual ABP presentation at the schools.



Frequently Asked Questions

Please check appendix 1 for the FAQ.

More questions?

If you have questions regarding relocation, finances, professional development etc. please contact one of our HR advisors.

When you have questions about the recruitment procedure you can send a mail to: primaryrecruitment@ishthehague.nl