

## New repeat year coordination procedure in the years of the common core

**The repeat year procedure becomes an exceptional measure that is digitalised in the DAccE**

As part of the Pact for Teaching Excellence, special attention is paid to supporting learning and combating school failure. If your child has persistent learning difficulties, the school puts in place extra educational measures and carries out summary assessments that keep you informed of all developments. At the end of the school year, if the school finds that your child's difficulties are too much an obstacle to a smooth transition to the following school year, it may decide to keep the child back a year. Its decision must be based on the content of the summary assessments. The decision to repeat the school year is therefore exceptional and can only be considered if extra educational measures have been rolled out beforehand to help your child overcome their learning difficulties.

**Warning:** the school cannot take a decision to repeat the school year if the 3 summary<sup>1</sup> assessments have not been carried out during the year.

If the decision to repeat the year is made, it is communicated on the Wednesday before the end of the school year and the school invites you to participate in a consultation meeting on the Thursday or Friday. You then have one week to inform the school of your position (agreement or refusal). In case of refusal or if you do not express an objection, the decision will be reviewed by a Board of Appeal.

### What is the DAccE?

The DAccE is a digital tool that accompanies your child throughout their schooling, even if they change school. It allows you to follow the extra educational measures put in place to help your child in case of learning difficulties.

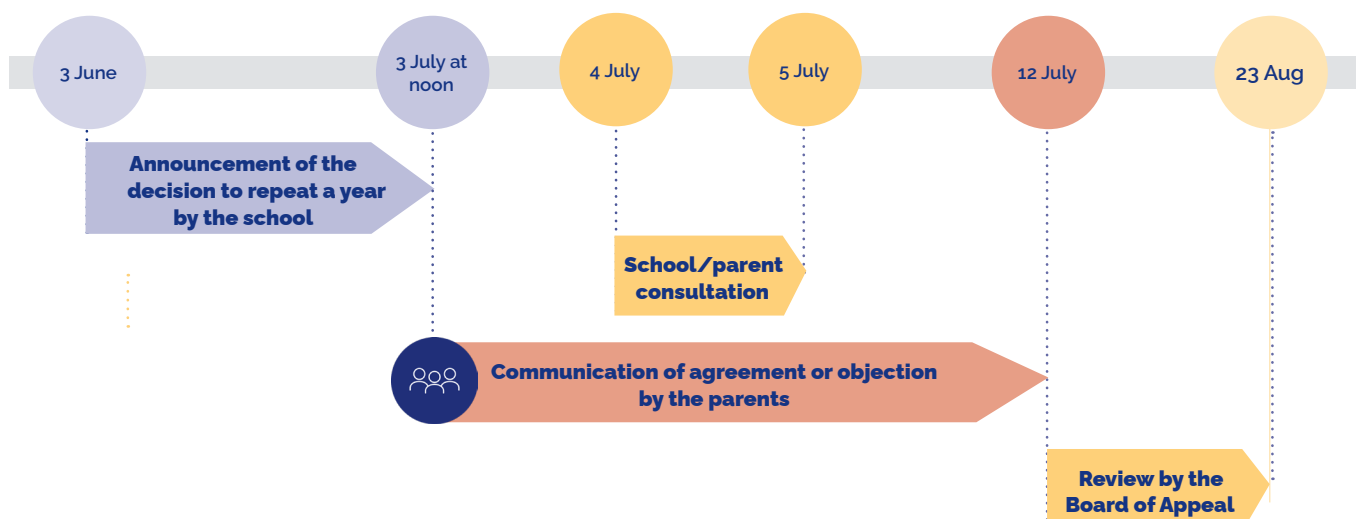
The DAccE does not replace parents' meetings or the usual exchanges with teachers or contact persons at the PMS centre.

It is designed to be a document that supports this dialogue.

### How do you access your child's DAccE?

Consult your child's DAccE by logging into My Space ([monespace.fw-b.be](https://monespace.fw-b.be)) with your national registry number. [A short video](#) explains the process on [www.enseignement.be/dacce](https://www.enseignement.be/dacce).

### WHAT IS THE TIMETABLE OF THE PROCEDURE FOR THE 2023-2024 SCHOOL YEAR?



<sup>1</sup> 2 assessments in the event of exceptional circumstances

## HOW IS THE DECISION TO REPEAT A YEAR COMMUNICATED?

On **3 July, from noon**, the school will contact you to propose a consultation to discuss this decision.

The decision can be viewed in your child's DAccE. If you have created your access to your child's DAccE, a notification informs you that this decision can be viewed.

## HOW TO ACCEPT OR CHALLENGE THE DECISION TO REPEAT A YEAR?

On **4 or 5 July**, participate in the consultation organised by the school. For this consultation, you can ask to be accompanied by a trusted third party or ask for the presence of the PMS centre. At the end of the consultation, the school confirms or cancels its decision by Monday, 8 July at noon at the latest.

As a parent, to accept or object to the decision, either:

- you express your position during the consultation (this is then mentioned in the minutes);
- you yourself enter your position in your child's DAccE. If you object to the school's decision, you can upload documents to justify your position (optional);
- you send a letter to the Administration (Service général de l'Enseignement fondamental et de l'Enseignement spécialisé - Secrétariat de la Chambre de recours du tronc commun (local 2F262) - Rue Adolphe Lavallée, 1 - 1080 Bruxelles).

You have until 12 July inclusive to accept or object to the decision to repeat the year. If you communicate different positions during this period (for example, if you change your mind after the consultation organised by the school), the most recent position will be taken into account.

## WHAT HAPPENS IF YOU DON'T COMMUNICATE YOUR POSITION?

The Board of Appeal automatically reviews the school's decision, on the basis of the supporting documents communicated by the school, via the DAccE, within the framework of the procedure.

## WHAT HAPPENS IF THE DECISION TO REPEAT A YEAR IS CANCELLED BY THE BOARD OF APPEAL?

Your child must be enrolled in the following school year.

## WHAT HAPPENS IF THE DECISION TO REPEAT A YEAR IS CONFIRMED?

Your child must be enrolled in the same year of study. The educational team that accompanies your child during this repeat year continues the extra educational measures throughout the year and reports them in the summary assessments, so that you are aware of the support measures that are deployed.

## Having trouble accessing your child's DAccE?

You can ask the head of the school or PMS centre to provide you with a paper copy of the documents related to the procedure. You must then submit your request via the form available on [www.enseignement.be/maintien](http://www.enseignement.be/maintien).

## Any other questions?

On the exceptional repeat year procedure

[secretariat.maintientc@cfwb.be](mailto:secretariat.maintientc@cfwb.be)

On the DAccE request

[dacce.support@cfwb.be](mailto:dacce.support@cfwb.be)

02 690 86 00 (Monday to Friday from 9am to 12pm and from 2pm to 4pm)