

Medezeggenschapraad – Harbour International

Annual report School year 2025-2026

This annual report is a summary of the activities of the MR for the year 2025-2026. It also lays out our ambitions for next school year.

Who are we?

This year, the MR was composed of 2 staff members and 2 parents.

Current members are:

- To represent staff: Sylvia Weelen and Veronique Zancarini
- To represent parents: Kunal Chopra and Udaya Malla.

This year, the MR staff representatives were operational for their third year. On the parent's side, Kunal became increasingly less active as he was preparing his move overseas and unfortunately could not commit to attending meetings. With all the MR members having more experience, the running of the MR went rather smoothly, as we were more confident in our roles and more familiar with the various regulations from the WMS.

What is our role?

In one line, we were nominated/elected to represent other staff members and parents. We work hand in hand with management to ensure the voice of the whole community is heard. Depending on the topic discussed, we have a duty of consent or advice. The MR also has the right of initiative. A more detailed explanation of our role is available on our website: MR page from Harbour International

<https://www.harbourinternational.nl/our-school/mr-medezeggenschapsraad/>

How do we carry out our role?

We meet regularly (approximately once a month). We follow a yearly schedule and receive information from management that we then discuss. The MR has also the right to make proposals (on behalf of the people they represent). Our Interim Head of School (Jesse Bywater) is regularly present in part of these meetings (consultation parts) to share information and discuss further when necessary. We can also invite other members of staff when discussing particular items.

The following is a summary of the activities and actions our MR has done this school year:

MR main activities 2025-2026

Official documents and regulations:

- Established timeline for documents and deadlines for working with school management.
- Drew and year plan (activity plan) and adjusted it regularly to reflect management schedule and reception of information.

Initiative role: proposals/recommendations

- Facilitated establishment of an admission policy (written by the Admissions policy (and approved by MR in March 2026).
- Addressed questions from parents about the Dutch regulations of school camp.
- Reviewed current existing policies and advised management:
 - that a policy is written for camp and field trips (as our school does not have one) is created (as most other school have such policy)
 - That all policies (existing) are reviewed as many are outdated or are no longer in line with Dutch regulations.

Monitoring: general MR duties and monitoring (advice and approval)

- Advised on school plan to reflect what was decided by staff. Ensured legal requirements are met and:
 - Monitored trials for T4W and SoundsWrite and ensure they are timelined. Had meetings with curriculum leads to ensure staff was provided with opportunities to feedback.
 - Approved the above said plan and authorised pilots to become part of the curriculum (after being shown written proof from pilot leads that the staff was on board and their feedback was continuously taken into account).
- Advised management on a step-by-step increase of school fees (taking into account the population of our school - middle management, so school fees are an issue for some already).
- School budget: the MR impact was minimal as BOOR management/accounting department took over. Advice from MR was limited to trends in admissions/numbers and recommendations to ensure expenditures are kept to a reasonable level.
- Workload Distribution document for next school year: the current situation, with too many unknowns, did not allow for a new workload distribution agreement to be drawn. It is expected that management will address this the first month after the summer holidays

(with a review of the cover policy and other important items, ensuring the CAO regulations are followed).

- Advised on year plan 2026-2027
- Approved and improved the school guide for 2026-2027 and added different sections to ensure that it meets the new legal requirements (changes to Hoorrecht regulations, new requirements on information, etc). Used also BOOR suggestions received after the audit to improve some parts of the school guide.
- Contacted the Unions to ensure that the current situation at school is monitored (and that all regulations are followed, notably the application of article 10.3 of the CAO).

Other:

- Kept contact with the MR from the RISS and ensured school holidays from both schools are in sync (notably the May holidays).
- Increased our use of OVV hotline to answer specific questions about regulations or interpretation of these regulations
- Increased involvement in decisions when school closure was scheduled due to extreme weather (cold and hot).
- Further improved our knowledge on the duties and functions of the MR
- Increased contact with our base
 - Staff: more frequent and ample communication, with the constant focus on ensuring the voice of the staff is heard. Regular emails with updates sent to all staff.
 - Parents: creating more visibility via QR-code on bulletin boards and regular posting of minutes and agendas on the website

Ambitions detailed last year that were not achieved (refer to Annual report 2025-2026):

- improvement in traffic safety in front of school and organising with external parties (and student council) a two-phased safety campaign aimed at developing the awareness of our community and reducing double parking and dangerous behavior at drop off and pick up time. This was due to the fact that the organisation that did it the previous year no longer offers this service. Time constraints was also a reason for the MR not doing this campaign this school year.
- Revisit healthy school protocol to ensure consistency (did only for birthday celebration policy). Again, time constraint and the fact many items had to be handled more urgently meant this was not organised.
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Ambitions for next school year 2026-2027:

In addition to the MR standard duties (advice or consent), it is our intention to:

- Recruit new parent representative to replace the leaving parent

- Recruit new staff representative (as Veronique is not representing herself for a second term).
- Keep monitoring the new management situation (ensuring regulations are following).
- Regular contact with the unions to ensure any reorganization is done according to the Dutch law.
- Develop further the Workload Distribution document and ensuring all staff members are involved in the process. At the end of the year, revisiting the previous year's document and improve if deemed necessary
- Organise a second campaign for traffic safety
- Further increase visibility of MR
- Further work on improving the MR's base's understanding of its role
- Increase transparency of the MR activities
- School policies: all the policies should be reviewed by management (as they are outdated or do not fit the legal requirement). Management has been informed and it is the MR intention to monitor this.
- Creation of a policy for school camp and school field trip (MR to monitor).