



Procedure for changing L1/language section

Below is described in detail how the European School Copenhagen deals with requests to change L1/language section. The procedure is based on Language Policy of the European Schools, Annex 3, p. 3, as well as the Procedure for Change of Language Section in the European School Brussels III.

Language section change requests processed by ESCPH

Changes in L1 are exceptionally and rarely accepted at the European School Copenhagen.

In the European School system, the choice of L1/language section is particularly important because it accompanies the student throughout his/her schooling. Therefore, to avoid a change of L1/language section, the choice of language section is made at the beginning of the child's schooling in agreement with the parents/carers and on the basis of a language screening before admission to the school.

A change of L1/language section can impact the child both academically and socially and can also affect the cohesion in the class. In any decision regarding a change of language section, the school will therefore always consider what is best for the child.

Procedure for change of L1/language section

In case parents/carers wish to change their child's L1, they must send a written request to the relevant Head of Department explaining their reasons. As all the changes in L1 can only be made in the beginning of the school year, this request must be sent to the school before the end of the month of April.

Upon receipt of a request to change L1, the school will follow the procedure below:

- The student will be tested by the teacher in the language requested and the teacher will make a written report.
- The current L1 teacher will write a report on the child's current L1.
- The Deputy Head will compile the reports and discuss the matter in the Class Council in June.
- The Class Council will make a judgement.
- Relevant resource persons in the Municipality and the national inspector may be consulted.
- The Director of the school will receive the judgement of the Class Council and will take into consideration all the aspects of the matter in the final decision.



- The parents are notified in writing of the decision and the reasons for it.

The following considerations will be taken into account:

- **Language profile**

The language profile of a student considers the languages the student is exposed to in their daily life. It is recommended that the student maintains the languages spoken in the home as their L1 and L2 (where appropriate and can be accommodated by the school).

- **Change of circumstances**

The following circumstances may be considered as reasons for a change of L1/language section, if other criteria are also met:

- The student has chosen a language section contradictory to languages they are already exposed to at home, and as a result this may have a negative impact on the student's academic progression.
- The student's parents/carers anticipate a posting to another country where an alternative L1 is a dominant language within the next nine months. The posting must be documented.

- **The student's academic level and the student as a learner**

In collaboration with management, the Class Council (in Primary the class teacher, L1, Math and L2 teacher) will gauge the student's suitability to the change of language section. The team will form a holistic picture of the student as a learner and evaluate the student's overall approach to their academic studies and their understanding of responsibility as a learner (i.e., are they self-motivated, are they capable of self-directed study and independent organisation of schoolwork?) in order to ensure that the student is capable of meeting the challenges associated with a change of language section/L1, a new class and new teachers.

- **The school's opportunity to meet the request**

In the event that the change in L1 is authorised but there is no availability of a space in the desired language section, the student must continue in their current language section until a place becomes available.

*Approved by the Board of the European School Copenhagen
23 September 2021*