



Pupil count 1 October 2021 for funding purposes

All education sectors Caribbean Netherlands

Since 2010, Bonaire, Sint Eustatius and Saba (the Caribbean Netherlands) have a special status within the Dutch constitution. DUO now organizes the funding of schools in the Caribbean Netherlands. The pupil count is the basis on which operational and staff funding is determined for these schools. DUO gathers and validates the information from the count.

The count

The reference date for the count is 1 October 2021. Funding will be based on the number of pupils entered on the form.

Data required

The following data are required:

- primary education: the number of pupils per age category, discerned by gender
- secondary education: the number of pupils per school type, discerned by school year and gender
- secondary vocational education: the number of students per crebo (*training*), discerned by bol full-time and bbl.

On the forms, the name of the education types mentioned in the table below are used.

Denomination of Dutch Caribbean education types

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0901 VMBO basisberoepsgerichte leerweg (BBL)
0902 VMBO kaderberoepsgerichte leerweg (KBL)
0903 VMBO gemengde leerweg (GL)
0904 VMBO theoretische leerweg (TL)
0905 HAVO
0906 VWO
0907 Praktijkonderwijs
0908 Internationale schakelklas
0909 Specifieke onderwijsbehoefte
0910 Lower forms
0911 Caribbean vocational qualification 1 (cvq1)
0930 Caribbean vocational qualification 2 (cvq2)
0950 Caribbean secondary education certificate (csec)
0951 Caribbean Advanced Proficiency Examination (cape)

Submitting the data

The counting forms will be available on www.duo.nl. Scan the completed forms and send them by e-mail to caribisch.nederland@duo.nl. Keep the original completed forms for your own records.

If DUO has not received the data by 15 October 2021, it will not have the information required to calculate the funding for your school. This means that DUO will be unable to allocate the correct funding in time for calendar year 2022 or school year 2022-2023.

Summary of registered information (OGT)

When the details on the count form have been processed, DUO will send you a summary of the information that has been registered (OGT). You will receive the OGT by e-mail and by post.

Check

The information in the OGT must be checked by the school's competent authority. If the information is correct, the OGT must be kept in the school records.

Corrections

If details on the OGT are incorrect, you must inform DUO no later than two weeks after the date on the OGT. The corrections should be made clearly in red pen on a copy of the OGT. You should also give details of the contact person (name, e-mail address and telephone number), and state that this concerns a correction. The competent authority must sign the correction for approval. Scan the corrected copy and send it by e-mail to caribisch.nederland@duo.nl. Keep the corrected copy for your own records. If you do not reply within two weeks, DUO will assume that the information on the OGT is correct.

Amended OGT

If you have submitted corrections to the OGT, you will receive an amended OGT. This will be sent to you by e-mail. If the new OGT still contains errors, you must inform DUO by 29 November 2021, in the same way as for the first OGT. The funding for calendar year 2022 or school year 2022-2023 is calculated according to the number of pupils determined no later than 29 November 2021.

Checks

Your school's auditor will check the pupil count before 1 July 2022. At a later date, the Inspectorate of Education may check the school's pupil count and pupil administration. These checks will commence in the second quarter of 2022. The result of the checks will be reported to DUO. Funding may be amended if there are grounds for doing so after a check.

Timeline

The pupil count involves several steps. The table on the next page shows the deadlines and who is responsible for each step.

ACTION	DEADLINE	ACTION BY
Statutory count date	1 October 2021	-
Fill in and send count form	on or after 1 October 2021	School
Receive count form	15 October 2021	DUO
Send confirmation of receipt	21 October 2021	DUO
Send OGT	1 November 2021	DUO
Send in corrections to OGT*	2 weeks after OGT received	Competent authority
Send new OGT*	22 November 2021	DUO
Send in corrections to new OGT*	29 November 2021	Competent authority
Send new OGT*	6 December 2021	DUO
Checks	1 July 2022	School's auditor
Checks / random checks	2nd quarter 2022	Inspectorate of Education

* Only if the OGT contains errors.