



## Terms & Conditions 2022/23

Child's first and last name
Parent's signature

**Attendance:** children can join from their third birthday through their sixth year. Children aged 3 years can attend either 4 mornings 8h00-11h45 or 4 full days 8h00-15h30. Children aged 4 to 6 years old must attend 4 full days. There is an after school care until 17h30. There is no school on Wednesday however there is English class in the morning 9h-12h and afternoon 13h-16h/17h.

**Registration fee:** there is a non-refundable fee of CHF 500.00 valid for the 3 school years to be paid on reservation of your child's space in class. The fee is due even if your child is not staying for a whole school year or joins in the middle of the year. Registration must be concluded by the 30<sup>th</sup> of April 2022.

**Tuition fees:** fees include all class room and art materials and local outings as well as a morning snack. They do not include lunch. Fees can be paid up front for the year, termly or in 10 equal monthly instalments no later than the 1<sup>st</sup> of the month for the coming month. Payments are to be made by bank transfer or in cash at school.

**Arrival & pick up time:** arrival time is between 8h00 and 8h30. Pick up is between 11h30 and 11h45 in the morning and 15h15 and 15h30 in the afternoon. It is between 17h00 and 17h30 for after school care.

**Lunch:** We will have a lunch delivery service. This ensures that your child has a healthy and balanced meal and the opportunity to discover a variety of different foods. You must tell us on the information form if your child has any food allergies or special diet (vegetarian, vegan, no pork, gluten free, nut free, no dairy products..). Lunch is billed on an average monthly basis based on 4 meals a week over 36 weeks of school.

**Cancellation policy:** enrolment is until the end of the school year. You can cancel your child's enrolment with 2 months written notice for the end of the month. The last term (Easter to the end of June) is payable in full even if your child leaves before the end of June.

**Illness:** We only accept healthy children in class. If your child is ill then please let us know as soon as possible and keep them at home.

**Liability insurance:** Your child must have a third party liability insurance that covers her or him for all injuries and damages resulting from her or his participation in the school program.

**Medical emergency:** If time and circumstances permit, Growing Together will do everything possible to contact you in the event of an injury to your child. In certain situations medical attention may be required before we can reach you. You authorise us to consent to medical care being provided to your child on the advice of a doctor or an emergency medical practitioner.

**Inclusive education:** Our school has a policy of including all children in the classroom, however due to unresolved behavioural issues that prevent your child from safely participating in the program we reserve the right to cancel their enrolment.