

Extra-Curricular Activities (ECA)

Terms and conditions

Fees

Please refer to the fees indicated for each activity on the [ECA online platform](#).

Registration

Registration is necessary before a child can be admitted to the programme. Registration is accepted on-line on the [ECA online platform](#).

Availability is subject to capacity and is granted on a first-come-first-served basis.

Registration is for the full school year, i.e. September to June, unless otherwise indicated, and are pro rata for late registrations.

Late registrations are possible but subject to the availability of places in the activities and with the teacher's agreement.

General Conditions

The financial commitment is for the full school year, i.e. September to June, unless otherwise indicated. No reduction in fees will be made by the school in case of cancellation or non-respect of the contract, or in case of any absences, withdrawal or dismissal of the student. Exception will be made for student relocation, in which 3 months written notice should be given to the Coordinator before the start of the next term.

To maintain children in a safe environment at school, students require adult supervision at all times. In the case of an Early Years or Primary student, if a parent or guardian has not arrived by the end of the session (a 10 minute grace period applies), the student will be taken to After-School Care (ASC) and parents billed accordingly.

Lessons missed by students cannot be replaced and will be billed.

The school reserves the right to cancel an activity in case of insufficient registration, conflicts with other activities or logistic problems.

Activities take place both on and off the campus. By registering in these activities, parents thereby authorise their child to take part in said trips. The school reserves the right to change schedules, or venues. There are no activities during school holidays.

Code of Conduct

The school's Code of Conduct, as found in the Parent and Student Handbook, represents the central values of the school and is based on the belief that one of the school's main aims is to support the development of decent, respectful and caring citizens of the world.

All members of the community are expected to treat each other with respect. Students are expected to follow instructions given by adults regardless of their role. The teachers and other adults in the school will treat the students with respect.

A student who does not conform to the Code of Conduct risks being asked to leave the programme permanently.

Specific Conditions

After School Care (ASC)

It is important to note that, as a rule, any Early Years or Primary children remaining in the school after dismissal who are not enrolled in a programme will be automatically enrolled in the after school care programme and will be directed there as a safety precaution. They will be billed according to the occasional rate.

Competitive Sports

Official school sports uniforms are obligatory for sports competitions, and may be ordered on the website ([link](#)). Students should check with their coaches at the start of the year.

World Languages Programme

World Languages Programme lessons are private tuition lessons, i.e. a private arrangement between the tutor and the parents. The school invoices parents and assumes responsibility for the payment of tutors. This is an annual commitment on the part of the School.

There are no lessons during school holidays and PED days. Lessons missed by students cannot be replaced and will be billed. In case of student absence due to a school curricular activity – applicable to individual lessons, Ski Days and Field Trips only - the missed lesson may be replaced following a written request sent to the Coordinator 2 weeks in advance of the missed lesson. In case of the teacher's absence, a replacement lesson will be proposed. Refusal of such replacement lessons will not result in reimbursement.

The amount due for group courses will be that calculated for the number enrolled in the entire course for the term, irrespective of occasional absences within that course. Fees can change over the school year due to new students enrolled in the same lesson.