

GENERAL CONDITIONS 2019-2020

1. The pupil is registered for the full school year.
2. Registration of a new pupil is completed with the payment of the one-time registration fees plus payment of the tuition fees for September and October of the following year. This payment is due upon receipt of the confirmation of offer letter, but at the latest within 15 days of receipt thereof, failing which the school reserves the right to cancel the offer of a place. If the registration is subsequently cancelled by the parents, the invoice remains payable and any registration or tuition fees already paid will not be reimbursed. For cancellation after the start of school year, article 6 is applied.
3. Re-enrolment of a current pupil takes place automatically in February for the following year. The parents commit to payment of the re-enrolment fee, equivalent to one month's tuition (September of the following year), unless they inform the school in writing of the withdrawal, before March 15.
If re-enrolment is cancelled by the parents by June 30th, the re-enrolment invoice will remain payable and, once paid, will not be reimbursed. Any re-enrolment cancelled between July 1st and the date prior to the start of the new school year is subject to a penalty fee corresponding to the tuition fee for the month of October. For cancellation after the start of school year, article 6 applies.
4. The tuition fees are due for the full academic year.
5. From 3P, for each child who has not already completed 3 full years of bilingual French / English schooling, the Language Tutoring Programme in French and/or in English is obligatory. The provisions of this programme are detailed in Appendix I.
6. As of the first day of the new school year, the compulsory costs are due for the full academic year (see Appendix II).
7. Once the school year has started, derogations are possible only under exceptional circumstances:
 - Death of a pupil's parent
 - Long-term illness preventing the pupil's return to school
 - The family leaves Geneva or Switzerland for reasons unforeseen at the time of registration
 - Expulsion from the school for a severe offenceIn all events listed above, the tuition fees are due for the current term.
8. Tuition fees and other related charges are evaluated during the 2nd term of each year for the following school year and may be adjusted.
9. Tuition is payable by either of the following two methods:
 - By year, in one payment before the school year starts;
 - By term.
10. In case of late payment, we apply a penalty fee of 100 SF per invoice after the first reminder. Any payment still outstanding after two months can lead to the expulsion of the student.
11. Parents are held liable for payment of damages caused by a pupil to school property or to the buildings.

12. The school year is divided into three terms:

- 1st term : September to December (4 months)
- 2nd term : January to March (3 months)
- 3rd term : April to June (3 months)

13. Timetable

- **Nursery Pink and Yellow classes** : Monday, Tuesday, Thursday, Friday.
 - a) Half-days from 8 am to 12 noon, or
 - b) Full days from 8 am to 4 pm, with a 1 hour 30 lunch break.
- **Primary grades 1 and 2** : Monday, Tuesday, Thursday, Friday from 8 am to 4 pm, with a 1 hour 30 lunch break.
- **Primary grades 3 and 4** : Monday, Tuesday, Thursday, Friday from 8 am to 4 pm, with a 1 hour 30 lunch break + Wednesday from 8 am to 12 noon.
- **Primary grades 5 to 8**: Monday, Tuesday, Thursday, Friday from 8 am to 4 pm, with a 1 hour lunch break + Wednesday from 8 am to 12 noon.

School opens at 8 am.

School closes at 5.45 pm.

Collaboration between school and parents is part of the school's Mission and its E.T.H.I.C. Code (see Appendix III).

Pupils' "Rules and Sanctions" and practical considerations for parents are in the Parent handbook.

The conditions and rates are applicable for the school year mentioned at the top of the first page. Mosaic School reserves the right to make changes from one year to another.

Any litigation relative to said conditions or to the schooling of a pupil within Mosaic School is exclusively subject to Swiss law and to the jurisdiction of the Geneva tribunal courts.

This document contractually binds the parents or the child's legal representative to Mosaic School. It cannot be terminated except under the exceptional circumstances mentioned in Article 7.

By signing this form, the parent or legal representative of the child accepts and agrees to respect the present General Conditions and its enclosures.

Date:

Read and approved:

Surname and first name of the pupil:

Signature:

THE LANGUAGE TUTORING PROGRAMME

To allow each child to benefit fully from Mosaic's bilingual programme, the school has set up a structure to accommodate children with little or no knowledge of French and/or English.

From the 3P class, the Language Tutoring Programme in French and/or in English is obligatory for each child, who has not already completed 3 full years of bilingual French/English schooling.

The child is tested at the beginning of the school year by Mosaic to evaluate his level and the tutoring year appropriate to him.

Tutoring year according to when your child joined Mosaic :

Joined Mosaic in class:	→ In 3P, tutoring year:	→ Weekly schedule:	→ Fees: Δ
Nursery (pink)	→ No tutoring *	-	-
Nursery (yellow)	→ No tutoring *	-	-
1P	→ Tutoring Year 3#	→ 1 session [§] during school hours + homework 1 x per week	→ 20% of tuition fees
2P	→ Tutoring Year 2#	→ 2 sessions [§] during school hours + homework 1 x per week	→ 25% of tuition fees

Joined Mosaic in class:	→ Tutoring year:	→ Weekly schedule:	→ Fees: Δ
3P and +	→ Tutoring Year 1#	→ 3 sessions [§] during school hours + homework 1 x per week	→ 30% of tuition fees

* Except in the event of learning difficulties

Dependent on evaluation at the beginning of the year and, if necessary, during the year

§ Each session lasts between 1 hour and 1.30 hour

Δ For children enrolled in tutoring in both languages, a discount will apply

How the tutoring works:

The children are placed in groups of maximum 5 students. They are withdrawn from their class for 1 to 3 sessions per week during school hours by a tutor in French or English, as appropriate. In addition, there is 1 session of tutoring homework per week from 4 pm to 5 pm.

We expect it to take up to three years for a child to acquire, develop and master the new language.

SCHOOL FEES

2019-2020

	1st TERM Sept. - Dec. *	2nd TERM Jan. - March	3rd TERM April - June	ANNUAL TOTAL
COMPULSORY COSTS				
Tuition Fees				
Nursery Half-days	4520	3390	3390	11 300
Nursery Full days	5560	4170	4170	13 900
Primary Grades 1 & 2	5560	4170	4170	13 900
Primary Grades 3 to 8	6400	4800	4800	16 000
Language Tutoring Programme (French / English)				
Compulsory for all children in Primary Grades 3 to 8 with less than 3 full years of bilingual education, subject to evaluation of level by Mosaic **				
Year 1, 30% of tuition.	1920	1440	1440	4800
Year 2, 25% of tuition	1600	1200	1200	4000
Year 3, 20% of tuition	1280	960	960	3200
Registration fees (one-time payment due upon acceptance of enrolment offer)				900
Annual Fees				
School material (subject to VAT) per year				450
Psycho Pedagogical resources per year				300
Student accident insurance per year				12
Class outings per year				150

* Initial enrolment: the first two months are invoiced at the time of acceptance of enrolment offer.

Re-enrolment : the first month is invoiced in the Spring.

** A discount will apply to students enrolled for tutoring in both languages.

Automatic late payment penalty of 100 SF per invoice applied after the first reminder.

Tuition Fees discount:

- **20% as of the 3rd child. This does not apply if tuition is paid by an employer.**
- **2% on Tuition Fees, if settled in a single payment before start of school year.**

	1st TERM Sept. - Dec.	2nd TERM Jan. - March	3rd TERM April - June	ANNUAL TOTAL
OPTIONAL COSTS				
Lunch + Lunchtime supervision (subject to VAT)				
4 days per week	980	735	735	2450
3 days per week	736	552	552	1840
2 days per week	489	368	368	1225
1 day per week	245	184	184	613
Lunch supervision only (lunch-box) (subject to VAT)				
4 days per week	616	462	462	1540
3 days per week	463	346	346	1155
2 days per week	308	231	231	770
1 day per week	153	116	116	385
After-school garderie (from 4 to 5.45, snack included)				
4 days per week	660	495	495	1650
3 days per week	496	372	372	1240
2 days per week	329	248	248	825
1 day per week	165	124	124	413
Supervised homework (from 4 to 5.45, snack included)				
4 days per week	740	555	555	1850
3 days per week	556	416	416	1388
2 days per week	372	279	279	930
1 day per week	185	139	139	463
Wednesday garderie				
from 8 am to twelve, lunch supervision	700	525	525	1750
from 1pm until 4pm	160	120	120	400
	528	396	396	1320
Before-school garderie (7.30 to 8 am)				
5 days per week	200	150	150	500
4 days per week	160	120	120	400
3 days per week	120	90	90	300
2 days per week	80	60	60	200
1 day per week	40	30	30	100
After-school creative weekly activities (after 4 pm, or on Wednesday mornings)				
Manual activity	552	414	414	1380
Physical activity	552	414	414	1380
Language course	552	414	414	1380
Guitar course	760	570	570	1900
Learning support <i>per hour</i>				60
Occasional lunches (activities included) subject to VAT <i>per meal</i>				22
Occasional lunch supervision (lunch-box) (subject to VAT) <i>per meal</i>				18
Occasional after-school garderie or supervised homework 4 to 5.45, snack inc. <i>per evening</i>				25
Occasional Wednesday (half day) <i>per Wednesday</i>				50
Camps				480
School bus (subject to VAT)				<i>to be determined</i>

VAT adds 7.7%

Some services are not included in this list, such as exams and camps (winter, sailing, 8P trip). No changes will be accepted regarding holidays or special leaves. After-school creative activities and transportation will be organised only with a minimum of students enrolled. No confirmation possible prior to the beginning of the school year. Invoicing is done by term. After November, all changes will be reported to the following term.

Our Mission

The mission of the Mosaic School is to contribute to the child's global development in partnership with and in complement of the family. The school aims to stimulate and facilitate the child's intellectual learning, artistic aptitudes, relational sensitivities and emotional richness.

In the long term, Mosaic School will ensure the emergence, the harmonious development and the mastery by each child of his/her competencies.

In the immediate term, Mosaic School aims to stimulate the child's global vision of life and provide a comprehensive choice of tools to pursue self-fulfilment along with the means to face his/her future social responsibilities.

Our Ethics : Respect is a Right, Autonomy is a Duty

« If we can access the use of all forms of human intelligence and develop a partnership with our ethics, we will clearly be on the right path to increase our chances of survival on this planet. We will definitely contribute to its prosperity ».

Howard Gardner, 1993

Our E.T.H.I.C. Code

Education : We are all responsible—families, teachers, schools and students—because each acts as a role model for the other. Individual decisions, actions and omissions bear consequences.

Tolerance : Tolerance is essential because no rule exists that fully direct the student, nor anyone else, to develop a conciliatory attitude enabling him/her to act responsibly, honestly, and righteously.

Humanity : It does not stop "here and now", but remains a collective global biological, cultural, historical, geographical and social process.

Independence: Autonomous judgements must come with the capacity to take responsibility for one's own choices.

Culture : Central to our teaching, cultures are carriers of knowledge and stand witness to the idea that individuals belong to a larger community.