

Terms and conditions of sale, After-school activities at Mosaic

School year 2025-2026.

Mosaic offers a wide range of extracurricular activities.

Activities can be sporting, artistic, cultural, scientific or educational (such as homework help, language support, etc.).

They're a great way for your children to develop their skills, make friends and blossom.

It's important to choose activities that match their interests and schedules, while preserving their balance.

1. GTC

The present General Terms and Conditions (GTC) govern enrolment and participation in the Extracurricular Activities (ECA) offered by the Mosaic School. They complement the school's internal regulations and financial conditions, and apply to all participants.

2. Commitment

Registration for an extra-curricular activity is a commitment for the entire school year. This commitment guarantees the student's place for the duration of the year, subject to capacity.

Please note that the management of **extracurricular activities (ECA)** is handled by **Mr. Tommaso Carifi**, who is responsible for this program within the school.

If you have any questions or requests concerning ECA, please contact him directly.
clubs@ecolemosaic.ch

3. Registrations

ECA registrations are made via the Mosaic parents' portal, on a "first come, first served" basis.

You can connect by following this link:

<https://my.ecolemosaic.ch/>

If the number of available places is exceeded, a waiting list will be set up.

Parents will be informed if any places become available.

A period of two weeks after the start of the school year is set aside for testing and possibly changing activities (subject to availability). After this period, children are enrolled for the full year.

No further tests or changes will be possible.

To ensure a positive and stimulating course dynamic for our students, we inform you that each activity will only be opened if the minimum number of participants indicated in its description is reached.

Registration confirmation

Confirmation of ECA registration will appear in your parents' area on the parents' portal.

Confirmations will be processed on a first-come, first-served basis, subject to availability.

☐ Please note - For children enrolled in the language tutoring / bridging program.

When choosing ECA, please bear in mind that your child may have language support hours at the same time.

Note that these tutoring hours are compulsory for the students concerned.

4. Billing and payment

The price of the activity is calculated for the school year. It takes into account student absences due to school vacations, public holidays and school events.

Prices for activities shown on the website include snacks, supervision, teaching, use of space and equipment required to run the club. For activities requiring specific equipment, such as violin or judo, children must bring their own.

ECAs are billed in three instalments during the school year.

Invoices must be paid within 30 days of issue.

5. Opening hours and reception

ECAs start at 4:00 pm, after class, and begin with a snack.

Children are then looked after until 5:00, 5:30 or 6:00 pm, depending on the activity chosen.

The school closes at 6 p.m. After 6 p.m., late arrivals are charged CHF 26 per 15-minute period.

6. Student absences and lateness.

No refunds will be made in the event of a student's absence or lateness.

7. Teacher absence

In the event of a teacher's absence, a substitute ("*guest teacher*") will be called in to ensure pedagogical continuity.

If this is not possible, we will do our best to organise a make-up session.

If no substitute is available and a make-up cannot be offered, the session concerned will be reimbursed at the end of the school year.

In the event of prolonged absence of a teacher, the school reserves the right to interrupt the activity. An alternative activity with a different teacher may then be offered, or a refund will be made.

In all cases, students will be systematically looked after for the duration of the activity.

8. Departure of children after activities.

An adult must pick up the child in the Mosaic schoolyard (Avenue Dumas 21A) or at the activity door, according to the instructions provided at the beginning of the year.

It's important to keep an up-to-date list of people authorized to pick up your child from school.

Uncollected children will be taken to the Mosaic Club, located at 23 Avenue Dumas, where they will remain under the supervision of staff until 6:00 p.m., in accordance with the club's terms and conditions.

Unaccompanied children are not allowed to leave the Mosaic Club unless written permission has been received from their parents stating that they are allowed to return home alone. These authorizations must be registered in the parents' portal.

For late arrivals after 6.00 pm, CHF 26 will be charged for every 15 minutes.

9. Liability and insurance.

Parents or legal guardians are responsible for any damage to property caused intentionally or unintentionally by their child(ren) during ECA.

10. Image rights

The rules and regulations also apply to ECAs.

We remind you that we will always ask for parental consent before using any photos taken during ECAs, in accordance with the authorizations you will have completed.

11. Phones and personal items

The use of cell phones and connected objects is not permitted during ECAs. Children may only use their phones or connected objects to notify their parents at the end of the activity, before leaving the school.

By registering your child for extracurricular activities (ECA), you acknowledge that you have read these General Terms and Conditions of Sale and accept all their terms.

Yours sincerely

The Mosaic team.