



La crèche haut+lac

## FEES & CONDITIONS

EFFECTIVE FROM SEPTEMBER 2019



Crèche bilingue dès 18 mois | Bilingual day care from 18 months

## FEES & CONDITIONS | 2019-2020

| ATTENDANCE OPTION<br>(07:30 - 18:15) |                 | PRICE   MONTH<br>over 12 months |
|--------------------------------------|-----------------|---------------------------------|
| A                                    | 5 DAYS PER WEEK | CHF 2'500.-                     |
| B                                    | 4 DAYS PER WEEK | CHF 2'170.-                     |
| C                                    | 3 DAYS PER WEEK | CHF 1'750.-                     |
| D                                    | 2 DAYS PER WEEK | CHF 1'170.-                     |

**Priority will be given to applicants requesting full-time places.**

### ENROLMENT FEE

|                                |           |
|--------------------------------|-----------|
| NON-REFUNDABLE<br>ONE-TIME FEE | CHF 900.- |
|--------------------------------|-----------|

### ADDITIONAL DAILY FEES

The following fees apply for additional half-days(\*) or full days requested, depending on availability:

|          |           |
|----------|-----------|
| HALF-DAY | CHF 100.- |
| FULL DAY | CHF 150.- |

(\*) 07:30-14:00 – Includes lunch and nap

### GENERAL TERMS & CONDITIONS Enrolment Contract

By signing the enrolment form, the parents/legal representatives confirm they have read the Nursery General Terms and Conditions and Rules and Regulations. The offer of a place is based on the number of days the child will be present (chosen Attendance Option), and the amount due every month, as indicated on the “Enrolment for the Nursery” form.

Payment of the enrolment fee confirms the parents/legal representatives' acceptance of the place, thus concluding an “Enrolment Contract” between the parents/legal representatives and the Nursery. This comes into effect from the starting date agreed at the time of enrolment and is automatically renewed from one month to the next.

**Parents/legal representatives shall immediately inform the nursery management of any changes to their family or child's situation** (e.g. change of address, telephone number, e-mail contact).

Requests for changes to the child's attendance schedule and formal notifications of withdrawal must be communicated **in writing** to the Nursery Director (see Contract Termination or Amendment Conditions below).

## FEES AND INVOICING

**A place is generally offered for an initial period of 12 months.**

**Adjustment period:** Each child is entitled to an adjustment period of up to two weeks. As soon as the child has adjusted to life at the nursery, the agreed schedule and billing method are set up.

**Fees:** The current fees are indicated on the “Enrolment for the Nursery” form. The Nursery Management reserves the right to modify the fees for the next academic year (as of 1 September) with advance notice (published no later than 31 March).

Fees are payable in advance and are calculated on an annual basis. Invoices are issued monthly and should be settled by the first day of the subsequent month. The monthly fee remains unchanged if the child is absent from the nursery for any reason.

Holiday periods during which the nursery is closed are taken into account when calculating the fee and thus not deducted from the monthly fee. For enrolment during the course of a month, invoicing will be prorata from the first day of attendance.

**Discount:** A 10% discount is granted on fees for second and subsequent children (siblings of children already enrolled) attending the nursery concurrently. This discount does not apply to the enrolment fee.

**Late payment:** A CHF 50.- surcharge will be levied for any reminders sent for outstanding invoices.

**Sanctions:** In the case of non-payment of issued invoices or failure by the parents/legal representatives to comply with these General Terms and Conditions, a warning will be issued by the Nursery Director. If no change is observed, the Nursery Management reserves the right to terminate the contract with immediate effect.

### CONTRACT TERMINATION OR AMENDMENT

The definitive departure of a child from the “Les Marronniers” nursery must be notified in writing with at least three months' notice. This notice period also applies to a reduction of the attendance to a lesson number of days.

Should parents/legal representatives fail to respect the notice period, fees for the three months following receipt of the withdrawal decision are due in their entirety. This applies even if the child's departure is within the three months.

Requests for changes to a child's attendance schedule must be submitted to the Nursery Director for consideration.

March 2019