



SCHOOL YEAR 2026-2027

“La Violette Toulousaine”

Bilingual Montessori School

WELCOME BOOKLET



Our dynamics



Vision and Missions of Our Educational Project

Our Vision:

A schooling experience in a bilingual and cosmopolitan environment, based on the Montessori philosophy, aimed at both Toulouse and expatriate families. We also offer training programs for adults with the goal of creating a local Montessori community that fully integrates into the international Montessori community.

Our Mission:

Our mission is to offer a welcoming place with different environments suited to each stage of child development: 0-3 years, 3-6 years, 6-9 years, 9-12 years, and 12-15 years. We also aim to support families and educational staff (from the national education system) by providing training resources to improve understanding of educational challenges.

Montessori Pedagogy & Bilingual Education

What is "Montessori"?

"Montessori" is an educational method developed by Italian doctor and educator Maria Montessori in the early 20th century. This pedagogy is not limited to the famous wooden materials designed by Maria Montessori, but is primarily a philosophy—a way of observing the child and considering them as an active participant in their own development. The adult must respect the child's pace to allow for the optimal development of their potential. As a guide, the adult must adapt to each child's needs.

Why Bilingual Education in French and English?

For several years, child development researchers have demonstrated the numerous advantages of learning a second language from an early age. It has been shown that learning a second language enhances mastery of one's native language.

Additionally, children who have been educated in a bilingual school increase their ability to solve logical problems. They improve their abstract thinking skills due to a greater number of connections in their brains between concepts, words, and symbols. Numerous studies conducted by neurologists have revealed the cognitive advantages of bilinguals over monolinguals in terms of memory and mental flexibility. One can also note the significant advantage for a child to master English for their future projects.

Our dynamics



The characteristics of our educational action

Respect for the child:



We recognise each child as a unique individual with his or her own needs, interests and learning paces.

Autonomy:

Our pupils are encouraged to explore, experiment and learn at their own speed. Teachers act as guides and facilitators rather than governing authorities, allowing children to make decisions and direct their own learning.

Sensory learning :

We focus on using the senses to learn. Children are welcomed to manipulate, touch, smell and explore materials, making it easier for them to understand and retain concepts.

Community and collaboration :

We foster an environment of cooperation and mutual respect among students. Children of different ages often work together in the same classroom, encouraging collaboration and empathy.

Prepared environment :

Our classrooms are designed to allow independence and self-direction. They are equipped with teaching materials specially designed to encourage exploration and active learning.

Holistic development:



Our educational work aims to promote children's holistic development, including their intellectual, social, emotional and physical development. Activities and materials are designed to address all these aspects of development in an integrated way.

Educational project: Class Levels



A school divided into 3 educational stages:

Early Preschool Environment: 2-3 Years Old

This class aims to provide children with opportunities to socialize, develop a better understanding of social rules, expand their vocabulary, and foster independence through activities that enhance both fine and gross motor skills, including toilet training. Children will be encouraged to engage in everyday tasks, such as putting on their shoes and learning to wash their hands and pour water independently, helping them develop essential self-care and practical life skills. They will also be introduced to preliminary Montessori exercises and practical life materials to ensure a smooth transition into the 3-6-year-old environment.



Preschool Environment: 3-6 Years Old

In the 3-6 age group, Montessori materials are designed to support children's development by encouraging them to explore the world and shape their own personalities. Activities are categorized into four key areas: practical life, sensory life, language, and mathematics. These materials provide children with the opportunity to identify and correct their mistakes in a clear and tangible way, fostering independence and self-correction. By self-correcting, children can repeat activities at their own pace, enhancing their concentration skills. The teacher introduces the materials and guides the child toward independence and exploration. Once children have mastered an activity, they no longer need the material, as they transition from experiential learning to abstract thinking.

Elementary Environment: 6-12 Years Old

The 6-12 age group is a natural progression from the 3-6 age group. Similar to the earlier environment, activities are organized into various areas: language, mathematics, geometry, geography, history, science, and art, which align with the subjects in the French national curriculum. The educator introduces the materials to provide children with a concrete understanding of the concepts they are exploring. As children advance, they can begin practicing writing using the teaching tools approved by the French Ministry of Education. The diversity in age, maturity, and expertise creates many opportunities for peer support. The younger children join an environment already filled with older children, who are naturally inclined to assist them. The older children, with their experience, serve as role models, and the younger ones benefit from their guidance and skills.



Educational project: Early Preschool & Preschool



Class Schedule

	Early Preschool: 2-3 years old (MONDAY, TUESDAY, THURSDAY, FRIDAY)
9h:00 AM - 9:30 AM	English Circle Time
9:30 AM - 11:30 AM	Montessori Class 2-3 years old
11:30 AM - 12:00 PM	Meal
12:00 PM - 12:30 PM	Outdoor time
12:30 PM - 2:30 PM	Nap Preparation & Nap
02:30 PM - 3:00 PM	Motor skills
3:00 PM - 4:30 PM	Montessori class 2-3 years old



Educational project: Early Preschool & Preschool



Class Schedule

	Preschool: 3-6 years old (MONDAY, TUESDAY, THURSDAY, FRIDAY)	
	GROUP A (1 day every other day)	GROUP B (1 day every other day)
Monday & Thursday 9:00 AM - 12:00 PM	Montessori Class	English Class
Tuesday & Friday 9:00 AM - 12:00 PM	English Class	Montessori Class
	With nap	Without nap
12:00 PM - 12:45 PM	Meal	Meal
12:45 PM - 13:30 PM	Nap or Quiet time	Outdoor play
13:30 PM - 14:30 PM	Nap or Quiet time	Montessori Class
14:30 PM - 15:00 PM	Motor skills	Motor skills
15:00 PM - 16:30 PM	Montessori class	English class
	Preschool: 3-6 years old (WEDNESDAY)	
9:00 AM - 12:00 PM	Music / Spanish / Sports	

Educational project: Elementary



Class Schedule

	(MONDAY, TUESDAY, THURSDAY, FRIDAY)	
	Elementary: 6-9 years old	Elementary 9-12 years old
9:00 AM -12:00 PM	Montessori class	Montessori class
12:00 PM -12:30 PM	Outdoor break	Outdoor break
12:30 PM - 13:30 PM	Meal	Meal
13:30 PM - 15:00 PM	English	Montessori Class
15h-16h30	Montessori Class	English
	Elementary 6-9 years old & 9-12 years old (WEDNESDAY)	
8:30 AM - 12:00 PM	Music / Spanish / Sports	

Early Preschool, Preschool and Elementary: School Fees

Option No. 1 - Unit pricing over 12 months

Tuition, registration fees, and school supplies are payable over 12 months, from July 2025 to July 2026, by direct debit only. This option is available only to students enrolled before July 2025.

For newly enrolled students, a registration fee of €356 is required. This amount will be deducted from the first payment in July.

	2-3 years old	3-6 years old	6-9 years old	9-12 years old
Tuition fees + Registration fees + School supplies / 12 months	493 €	503 €	513 €	518 €
Meal per unit	4,93 €	4,93 €	5,03 €	5,03 €
Before-school Care	2,55 €	2,55 €	2,55 €	2,55 €
After-school Care	5,60 €	5,60 €	5,60 €	5,60 €
Wednesday Afternoon Care	30,50 €	30,50 €	30,50 €	30,50 €
English camp	202 €	202 €	202 €	202 €

Early Preschool, Preschool and Elementary: School Fees

Option No. 2 - Unit pricing over 10 months

This is the only pricing option available for a student enrolling mid-year. The costs for meals, care services (before/after school and Wednesday afternoon), and English camps are the same as those in Option No. 1.

	2-3 years old	3-6 years old	6-9 years old	9-12 years old
Registration fees & School supplies	356 €	356 €	356 €	356 €
Monthly tuition fees (10 months) + 250€ in July	1st Child: 533€ 2nd Child: 483€ 3rd Child: 432€	1st Child: 544€ 2nd Child: 483€ 3rd Child: 432€	1st Child: 554€ 2nd Child: 483€ 3rd Child: 432€	1st Child: 564€ 2nd Child: 483€ 3rd Child: 432€

IMPORTANT: We count only 10 identical care service sessions per month.

Early Preschool, Preschool and Elementary: School Fees



Option No. 3 - Hybrid pricing

The annual tuition fees are paid in August. Meals and care services are paid per unit, as in Option No. 1 and No. 2.

	2-3 years old	3-6 years old	6-9 years old	9-12 years old
Registration fees & School supplies	356 €	356 €	356 €	356 €
Annual tuition fees	5639 €	5690 €	5740 €	5791 €

Option No. 4 - 'Free Spirit' pricing

You pay for all our services in August. You receive a single invoice. All school trips are free, as well as our 5 weeks of English workshops.

	2-3 years old	3-6 years old	6-9 years old	9-12 years old
Annual fee	8 092 €	9 291 €	9 411 €	9 513 €
Free English camp	1 111 €	1 111 €	1 111 €	1 111 €
Total discount	1 585 €	1 666 €	1 684 €	1 684 €
Free-Spirit pricing	7 518 €	8 636 €	8 737 €	8 839 €



Educational project: Middle School



Our class for 12-15 years old

A space for learning and empowerment

The Montessori environment for 12-15-year-olds is specifically designed to address the unique needs of adolescents seeking autonomy, purpose, and engagement. This critical stage of development is characterized by a strong desire to understand the world and a need for active participation in society. The environment promotes a hands-on, interdisciplinary, and collaborative approach to learning, where each adolescent actively contributes to their knowledge and personal growth.

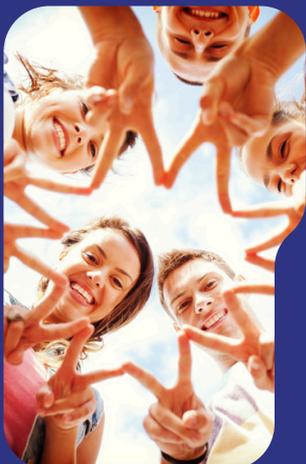
Learning is organized around key areas:

- Humanities and experimental sciences (history, geography, biology, physics, chemistry, ecology)
- Applied mathematics (management, economics, logic, statistics)
- Written and oral expression (literature, modern languages, communication)
- Arts and creativity (music, visual arts)
- Manual and entrepreneurial activities (gardening, project management)

These subjects are integrated into real-world projects, which give meaning to the learning process and enable adolescents to experiment, collaborate, and develop vital skills for their future.

An environment of autonomy and responsibility

The environment for 12-15-year-olds is centered on initiative and responsibility. Adolescents actively engage in managing their workspace, projects, and schedules. The educator supports each individual on their journey, offering resources and guidance while fostering critical thinking and autonomy.



A supportive and cooperative environment

Group learning encourages diverse exchanges and mutual support. The more experienced students naturally assist the younger ones, creating a dynamic where everyone has a role. Cooperation, listening, and mutual respect are central to the environment, helping adolescents develop crucial social skills.

The Montessori environment for 12-15-year-olds is a space where learning is shaped by experience, where each young person explores their passions and talents, and where self-confidence flourishes through projects and discoveries.



Educational project: Middle School



Class Schedule

	MONDAY	TUESDAY	THURSDAY	FRIDAY
8:30 AM - 9:00 AM	Class preparation	Class preparation	Class preparation	Class preparation
9:00 AM - 12:00 PM	Mathematics	French	Physics/ Science of Life and Earth	History/Geo
12:00 PM - 13:00 PM	Meal	Meal	Meal	Meal
13:00 PM - 14:00 PM	Nature Project / Research Presentation	Nature Project / Research Presentation	Nature Project / Research Presentation	Nature Project / Research Presentation
14:00 PM - 15:30 PM	English	English	English	English
15:30 PM - 17:00 PM	Class project	Class project	Class project	Sports
	WEDNESDAY			
8:30 AM - 12:30 PM	Sports / Music / Spanish			

*The schedule may change throughout the year.



Middle School: School Fees



Option No. 1 - Unit pricing over 12 months

Tuition fees, registration fees, and school supplies are payable over 12 months, from August 2026 to July 2027. Payment is only accepted via direct debit. This option is available exclusively for students enrolled before July 2026. The first month will be charged as the registration fee, with monthly payments starting in August.

	Tuition fees + Registration fees + School supplies	Meal per unit	Before-school care	After-school care	Wednesday Afternoon Activities
12-15 years old	620€ / month over 12 months	5,08 € / meal	2,54 €/u	5,59 €/u	30,48€/u

Option No. 2 - Unit pricing over 12 months

This is the only pricing option for a student joining mid-year.

	Registration fees + School supplies	Tuition fees	Meal per unit	Before-school care	After-school care	Wednesday Afternoon Activities
12-15 years old	355,6 €	691 € / month over 10 months 254€ in July"	5,08 € / meal	2,54 €/u	5,58 €/u	30,48 €/u



Middle School: School Fees



Option No. 3 - Hybrid pricing

The annual tuition fees are due in August. Meals and care service of the school are billed per unit, as in Option No. 1 and No. 2.

	Registration fees + School supplies	Annual tuition fees	Meal per unit	Before-school care	After-school care	Wednesday Afternoon Activities
12-15 years old	355,6 € Offert	7 214 €	5,08 € / meal	2,54 €/u	5,58 €/u	30,48 €/u

Option No. 4 - 'Free Spirit' Pricing

You pay for all our services in August ((registration fees, school supplies, tuition fees, meals, and extracurricular activities). You receive a single invoice. All school trips are included at no extra cost.

	Annual fee before discount	Total discount	Free spirit pricing
12-15 years old	10 955,53 €	1 665,22 €	9 899,80 €



School rules



I - Organisation of our school

1 - SCHOOL CALENDAR 2025 - 2026

The school follows the national education calendar (C Zone):

- **Start of the school year:** Monday, 1st September
- **All Saints' Holidays:** from Friday, October 17 to Sunday, November 2
- **Christmas Holidays:** from Friday, December 19 to Sunday, January 4
- **Winter Holidays:** from Friday, February 20 to Sunday, March 8
- **Spring Holidays:** from Friday, April 17 to Sunday, May 3
- **Ascension Bridge:** from Thursday, May 14, 2026, to Sunday, May 18, 2026
- **End of the school year:** Friday, July 3

Every Friday before holidays, the school organizes an optional care service from 9:00 AM to 12:00 PM. We are closed in the afternoon for pedagogical meetings.

2 - OPENING HOURS AND DAYS

A. 2-3 years olds

The school welcomes pre-school children on Mondays, Tuesdays, Thursdays and Fridays (no school or extra-curricular activities on Wednesdays).

Before-school care: 8:00-8:45

Pupils welcome: 8:45

Doors close: 9:00

Dismissal: 16:30

After-school care: 16:45 - 18:15

B. 3-6, 6-9 and 9-12 age groups

The school welcomes nursery and primary school children:

Monday, Tuesday, Thursday, Friday :

Before-school care: 8:00-8:45

Reception of pupils: 8:45

Doors close: 9:00

Dismissal: 16:30

After-school care: 16:45 - 18:15

Wednesday :

Before-school care: 8:00-8:45

Reception of pupils: 8:45

Doors close: 9:00 9:00

Dismissal: 12:00

After-school care: 12:15-18:00

C. 9-12 years old

Monday, Tuesday, Thursday, Friday

Before-school care: 8:00 AM - 8:45 AM

Student arrival: 8:15 AM

Door closure: 8:30 AM

Student dismissal: 5:00 PM

After-school care: 5:15 PM - 6:15 PM

Wednesday :

Student arrival: 8:15 AM

Door closure: 8:30 AM

Student dismissal: 12:00 PM

After-school care: 1:30 PM - 6:00 PM



School Rules



I - Organisation of our school

D. 12-15 Years Old

The school welcomes middle school students:

Monday, Tuesday, Thursday, Friday:

Before-school care: 8:00 AM - 8:30 AM

Student arrival: 8:15 AM

Door closure: 8:30 AM

Student dismissal: 5:00 PM

After-school care: 5:15 PM - 6:15 PM

Wednesday :

Student arrival: 8:15 AM

Door closure: 8:30 AM

Student dismissal: 12:30 PM

After-school care: 1:30 PM - 6:00 PM

3 - PUNCTUALITY AND LATENESS POLICY

Punctuality and regular attendance are crucial for the smooth operation of school activities. Students must arrive before 9:00 a.m (8:30 for 12-15 Years old), unless there are exceptional circumstances that have been communicated to the school through the "Éducartable" system. Any delay noted at the end of the school day will incur a penalty charge. If a child is 15 minutes late and the designated person for pickup has not been notified, the authorities will be contacted.

4 - CLASS ENTRANCES AND EXITS

Parents are responsible for their children until they enter school. When a pupil leaves school, only a person previously registered on the document entitled "Authorized persons to pick up your child" will be able to pick up the pupil concerned. This person must also sign the departure register. Once signed, the child is placed under the responsibility of the designated person, including inside our offices. In unforeseen and exceptional circumstances, the legal guardians may designate, via the Éducartable system, a person authorized to pick up the child. Identification may be required.

5 - COMMUNICATION

Trust is the ground of the relationship between parents and members of our team. This trust is based on mutual respect and non-violent communication. We encourage you to use the Éducartable platform exclusively to communicate with the school. In this way, all members of our team will have access to your messages, and the person best qualified to answer will do so. This ensures that information is transmitted accurately and flows smoothly.

6 - PEDAGOGICAL MEETING

We invite you to a meeting at the beginning of the school year to present the main aspects of the Montessori pedagogy and our pedagogical project. During the course of the year, one or two pedagogical meetings will be scheduled. Parent-teacher meetings are organized as well to discuss a specific situations. The teaching team remains available to answer your questions via the Éducartable platform.



School Rules



7 - MEALS AND DIET

Meals are provided by our partner "API Restauration" and reheated by us. It is possible to cancel meals up to 72 hours before delivery. All cancellations made within 72 hours of delivery will be billed. Three types of menu are available: Standard, Pork-free and Vegetarian (including eggs and fish). In line with our Montessori approach to teaching, children are encouraged to set and clear the table, with the aim of encouraging their independence. It is imperative that you inform us of any food that could cause an allergic reaction to your child. Lunchboxes are strictly forbidden, except in the case of an Individualised Welcome Plan (PAI) drawn up by a doctor.

8 - AFTER-SCHOOL ACTIVITIES & SCHOOL OUTINGS

During extracurricular time, we offer a variety of activities. Outside contributors can offer specific activities such as yoga, theater, sports, etc., throughout the year. These activities are subject to registration and may incur additional costs.

We also organize various school trips throughout the year, funded by the school. However, the costs associated with the major end-of-year outing will be covered by the families. On this occasion, the school will be closed for administrative purposes.



School Rules



II - School rules and operations

1 - HYGIENE

To help prevent the spread of viruses and illnesses, we enforce strict hygiene practices within our community. Children are frequently encouraged to wash their hands. Toilet training is incorporated into our program for children aged 2 to 3 years, in a small group setting. Families are asked to provide diapers and wipes, and we make sure diapers are checked and changed regularly. Children who are potty-trained are not permitted to join the 3 to 6 years old environment.

2 - AUTONOMY AND SELF-DISCIPLINE

Freedom within a Montessori environment allows children to explore their own learning path, selecting activities according to their interests and individual pace. Self-discipline emerges naturally when children are empowered to make choices and encouraged to take responsibility for their actions and interactions. This approach promotes the balanced development of autonomy and self-confidence.

3 - SOCIAL ENVIRONMENT AND THE CHILD'S ATTITUDE

In the context of learning the rules of life in society at school, it is understandable that certain incidents such as hitting, biting or insults may occur during this period of socialisation. Such behaviour is not tolerated and the teaching staff immediately deal with it, in accordance with the principles of good discipline and peaceful conflict resolution.

If a child repeatedly displays inappropriate behaviour, we see this as an opportunity for intervention and individual support. In such cases, we invite the legal guardians to take part in a meeting so that we can understand the underlying factors together and work together to find appropriate solutions.

As a last resort, the management reserves the right to take the difficult decision to put an end to a child's education at our school. This measure is taken in the interests of the well-being and safety of the other children, as well as to maintain an environment conducive to learning and the harmonious development of each child.

4 - SCHOOL LEVEL

A child's move up to the next class is subject to validation of the Common Base of Knowledge and Skills. This decision is taken by the members of the teaching team, who are the only ones empowered to assign children to the class requested by the parents, even if this does not strictly correspond to the child's age. To ensure a smooth transition, adjustments may be made at the end of the school year to facilitate the integration of pupils into their new class.



School Rules



5 - WATER BOTTLES, SNACKS AND OUTSIDE FOOD

All children are asked to bring a water bottle at school, marked with their first and last names, so that it can be easily identified. These bottles are freely accessible in the classroom to allow children to hydrate themselves at any time.

Children attending the after-school care are asked to bring a snack in a snack box, also labelled with the child's first and last name. In accordance with current regulations, it is not possible to store these snacks in a refrigerator. We therefore ask you not to provide products that require refrigeration. Children who do not attend the care service of the school are not allowed to bring snacks to school.

6 - CLOTHING AND PERSONAL ITEMS

It is essential that all your child's clothing and personal items are clearly identified with their first and last names. This helps us to ensure that each child can easily find their belongings and reduces the risk of loss. To maintain an environment conducive to learning, we insist that jewellery and personal toys are not allowed in school, except on specific occasions authorized in advance by the educational team.

A cuddly blanket or toy is the only personal object allowed during the nap, as we understand its importance for the child's emotional comfort. However, once the nap is over, the cuddly blanket or toy will be carefully returned to your child's bag, unless he or she is particularly upset.

Unmarked and unclaimed clothing will be generously donated to charity at each holiday period. We believe it is important to share and help those in need, while encouraging responsible management of personal belongings.

As part of our forward-looking approach, we ask every child to have a complete set of rainwear in their cloakroom, including boots, a raincoat and waterproof trousers, all stored in a bag marked with their name. This clothing must be washed regularly to ensure that it is clean and effective on rainy days.

Slippers are compulsory and must be worn in class by pupils for reasons of safety and comfort. Finally, by dressing your child in practical, weather-appropriate clothing, you are helping them to become more independent, enabling them to dress and move around comfortably throughout the day.

7 - REGULAR FESTIVITIES AND BIRTHDAYS

To ensure the well-being of all children and to take into account the recurrence of birthdays, we have implemented a policy prohibiting cakes and sweets at these events. Instead, we organise the Montessori birthday ritual within the atmosphere, providing a meaningful and inclusive experience for every child.

However, some special events, such as Halloween, Christmas and the school fair, will provide an opportunity for collective celebrations. At these times, a buffet with cakes and sweets will be offered to add a festive touch to the day. We make sure to balance the food choices and encourage responsible consumption of sweets, taking into account the children's food preferences and any allergies they may have.



School Rules



III - Health regulations

1 - HEALTH CHECK-UPS

It is the families' responsibility to ensure that the compulsory health check-ups are carried out for each child, in particular at the age of 3, 6 and 9. As part of this requirement, a medical certificate will be required by the school.

We are committed to the overall well-being of every child, which includes their health. As a partner in your child's education, the teaching team is here to support you in all aspects of health that have an impact on schooling. We are available to give you guidance and advice, and we will suggest diagnoses by health professionals if we feel that this is necessary for your child's well-being. Our aim is to ensure a safe and healthy school environment for all our pupils.

2 - SICKNESS ABSENCE

The health and well-being of each child is an absolute priority for us. Consequently, any child whose state of health is incompatible with life in a group will not be accepted at school. If your child is suffering from a contagious disease, we urge you to withdraw him/her from school immediately and to inform us without delay so that we can take the appropriate measures. When your child returns to school, you may be asked to provide a medical certificate confirming that he or she is not contagious, for safety reasons.

We would like to emphasize the importance of reporting any infectious illness affecting a family member, as well as any accident occurring outside school and involving your child. This is crucial to prevent the spread of disease within our school community and to ensure the safety of all children.

In order to maintain a safe and healthy environment, the school cannot accept a child who is ill, feverish (with a body temperature above 38°C) or carrying a contagious disease. If your child shows symptoms such as fever, diarrhea, vomiting or any other sign of discomfort, we will contact you immediately and ask you to pick them up as soon as possible.

Each absence is carefully recorded in a special register kept by the teacher, with a precise mention of the half-day concerned. We also remind you that all absences must be reported to the school that morning and justified in writing by the parents as soon as the child returns to school.

Our aim is to maintain a safe learning environment conducive to the well-being of all children, working closely with families to ensure their health and safety.

3 - MEDICATION

For the sake of safety and compliance with current regulations, the school maintains a strict policy prohibiting the bringing of medication onto its premises, unless prescribed by a doctor. In this case, it is imperative that the legal guardian personally hands over the medication to a member of school staff. This must be accompanied by a photocopy of the doctor's prescription and a duly completed consent form. All these documents must be placed in a closed box to ensure their security and traceability. This is to ensure the safety and well-being of all children at our school.



School Rules



4 - ALLERGY

Each child's medical file must be carefully compiled and include a detailed list of items likely to trigger an allergic reaction in the child. This list is essential to enable us to take the necessary precautions and act quickly if necessary.

If allergic symptoms are observed in a child, parents will be informed immediately so that they can take care of their child and bring him or her to a doctor if necessary. The health and well-being of every child is our absolute priority, and we take any indication or symptom of allergy very seriously. Our priority is to provide a safe and secure environment for all children, working closely with parents and health professionals.

5 - VACCINATIONS

It is essential that all children attending the school are up to date with their compulsory vaccinations. In order to ensure the safety and health of all children, we ask that parents provide a copy of their child's vaccination record each year. This helps us to ensure that all children are protected against vaccine-preventable diseases and helps to maintain a healthy environment within our school.

6 - HEALTH ALERTS

We use the Éducartable platform to communicate important health alerts, such as head lice, chicken pox, measles, whooping cough, rubella, mumps, bronchiolitis, scarlet fever and others. We urge you to check that your child is symptom-free before returning to school. If you have any doubts or concerns, don't hesitate to consult a doctor or pediatrician for appropriate advice.

School Rules



IV - Administration

1 - ENROLMENT

Your child's registration will be confirmed on receipt of a complete registration file, including all the required documents, such as the school rules, image rights, medical file, list of authorized persons to pick up the child, permissions to leave the school, the registration form, as well as other specific documents. Each of these documents must be carefully completed, signed and dated by all those legally responsible for the child.

In addition, payment of the registration fee is required to finalize and confirm your child's registration. This fee, which must be paid by cheque, is an essential part of the registration process and contributes to the general running of the school.

If the number of applications exceeds the number of places available, a waiting list will be drawn up. However, priority is given to children already registered at our school and their siblings.

It is important to note that the teaching staff and management reserve the exclusive right to make reservations or not to finalize a registration, depending on the criteria and needs of the school.

Registration fees are non-refundable.

We thank you for your understanding and cooperation in this registration process, which aims to ensure the smooth running and quality of teaching at our school.

2 - BREACH OF CONTRACT

Payment for the school year is considered to be due from the date of signature of the contract. By signing this contract, you agree to register your child in our school for the duration of the current school year. In the event of your child leaving early during the school year, a 3 months' notice will be required, subject to mutual agreement with the school management.

However, in case of force majeure or dismissal of one of the child's legal guardians, no notice will be required. We understand that unforeseen circumstances may arise and we are prepared to be flexible in such situations.

3 - UNFORESEEABLE EVENTS

In the event of temporary closure of the school due to events beyond our control such as an epidemic, pandemic or administrative closure, school fees will not be reduced. However, our teaching teams will put in place a pedagogical follow-up to ensure the continuity of the pupils' learning.

School Rules



4 - INVOICING

When you register, you choose one of the three packages. For the "Esprit libre" package, you will receive a single invoice in August and you will not be asked to pay any additional fees (gold degradation). For the other packages, you will receive a monthly invoice including the following month's tuition fees and the previous month's extras (meals, childcare, etc). Payment must be made between 1st and the 5th of the following month. Late payments will incur penalties. You can opt for direct debit to make the process easier. Annual fees paid in advance receive a 3% discount, but are non-refundable. Additional fees may also be charged from time to time (except for the "Esprit libre" package), for example for school outings, transport or extra-curricular activities. However, these charges will only be invoiced and deducted after obtaining the written agreement of the child's legal guardians. We ensure that all expenses are clearly communicated to and approved by families prior to processing.

5 - IMAGE RIGHTS

By accepting our internal rules, you give your consent for photos of your child to be published on the Éducartable platform, which is accessible only to legal guardians and our educational team. These photos are strictly personal. Their publication on social media or the internet is strictly prohibited and may result in legal action.

You also authorize the publication of photos of your child on our website and social networks. However, for any external publication (Instagram, Facebook, Google+, website, etc.), no visual identification of the face will be possible (photo from the back, blurring of the face or use of emoji to hide it). We attach great importance to respecting your child's visual integrity.

VI - Collective security and responsibility

1 - SECURITY

As part of our commitment to maintain a safe environment for every child, it is imperative to respect some strict rules. Thus, in accordance with the security standards applicable in all public establishments, the introduction of potentially dangerous objects is strictly prohibited in our school. This includes any object that is pointed, sharp, flammable or is a risk to the safety of children.

Moreover, authorized persons only are admitted in the school premises. It includes parents, legal guides, school staff members. No adults, except those previously mentioned, are allowed to access the school. The same goes for children who are not schooled in our institution.

These policies are in the interest of children and guarantee a safe teaching environment, conducive to their harmonious development. We count on everyone's collaboration to respect those rules et contribute to maintain a safe and welcoming environment for all the members of our educational community.

School Rules



2 - FIRE & SAFETY DRILLS

In order to ensure the safety of all occupants of our school and to prevent any potential risk of fire or intrusion, evacuation drills will be organised on a regular basis. These drills are essential to ensure an effective response in the event of an emergency and to familiarise pupils, staff, and anyone else present in the school with evacuation procedures.

During these drills, students, and staff will be guided through designated evacuation routes, and instructed on the actions to take in the event of fire or intrusion. The drills also provide an opportunity to check the functionality of safety equipment, such as fire alarms and emergency exits, and to identify any need for improvement.

3 - THEFT & DAMAGE

Any damaged equipment will automatically be billed to the legal guardians to cover the cost of repair or replacement. This measure aims to make everyone responsible for preserving the school's equipment and infrastructure, thereby helping to maintain an optimal learning environment for all children.

We would also like to point out that the school management accepts no responsibility for any theft that may occur on school premises. One of the reasons for this is that it is strictly forbidden to bring personal items from home to school. We therefore encourage everyone to respect this rule in order to reduce the risk of theft and to preserve the safety and integrity of everyone's property.

4 - VIOLENCE AND DISRESPECT

At our school, we attach great importance to mutual respect and caring communication between all members of the educational community, including parents. We therefore expect parents enrolling their children in our school to adopt this respectful approach.

We would like to stress that any form of verbal or physical violence towards school staff will not be tolerated. Any such behaviour will be treated with the utmost severity. In the event of verbal or physical abuse by a parent towards a member of school staff, strict measures will be taken immediately, including

- Filing a complaint with the appropriate authorities.
- Permanently withdrawing the child from the school.
- Immediate payment of the remainder of the school fees.

These measures are being taken to protect the safety and well-being of our staff and to maintain a safe and healthy learning environment for all children. We rely on the cooperation of all parents to ensure that these fundamental principles are respected and that our school runs smoothly.



Resources/Equipment

Administrative documents

- 1 photocopy of the child's vaccination record in the health booklet
- 1 photocopy of the child's family record book or identity card
- 1 certificate of civil insurance (school & extra-curricular)
- The completed and signed medical file
- The completed and signed authorisations:
 - group outings
 - image rights
 - acceptance of the school rules
- means of payment (SEPA direct debit if applicable)

Clothing and equipment (name + first name)

2-3 years / 3-6 years / 9-12 years

- A snack box (if staying for the after-school care)
- A water bottle
- A pair of slippers
- Rain jacket, rain trousers and rain boots
- Nap: pillow and blanket (2-3 & 3-6 year olds, only if necessary)
- Nappies and wipes (2-3 year olds only)
- A complete set of spare clothes (2-3 & 3-6 year olds only)

School equipment

We provide all the necessary school equipment, so you don't need to supply anything additional, except for an empty pencil case for 6-12 year olds.

Parents' Association (APE)

The APE is a team of volunteer parents committed to supporting school life and strengthening the connection between families, teachers, and the wider school community. Throughout the year, we organize friendly and supportive initiatives to help fund school projects, outings, and festive moments for the children.

To learn more, please contact us by email: a peviolette@gmail.com