



# Registration form

Entry date : \_\_\_\_\_

Grade : \_\_\_\_\_

## Pupil's information

Family name : \_\_\_\_\_ First name : \_\_\_\_\_  
Sex :  Male  Female N° AVS : \_\_\_\_\_  
Date of birth : \_\_\_\_\_ Nationality : \_\_\_\_\_  
Mother tongue : \_\_\_\_\_ Other languages: \_\_\_\_\_  
Current school : \_\_\_\_\_ Current grade : \_\_\_\_\_

## Pupil's health

Health/accident insurance : \_\_\_\_\_

Precautions to be taken by the school regarding illnesses, allergies, ... :  yes  no

If so, specify : \_\_\_\_\_

*Please provide a health certificate indicating whether your child is in good health or not.*

In case of emergency, who should we contact if we cannot reach you : \_\_\_\_\_

Do you have civil liability insurance?  yes  no

*Please attach a copy of the bill or the policy.*

## Parents information

Father's family name : \_\_\_\_\_ Father's first name : \_\_\_\_\_  
Address : \_\_\_\_\_  
Profession : \_\_\_\_\_ Employer : \_\_\_\_\_  
Home phone no. : \_\_\_\_\_ Mobile phone no. : \_\_\_\_\_  
Email : \_\_\_\_\_ Correspondence :  French  English

Mother's family name : \_\_\_\_\_ Mother's first name : \_\_\_\_\_  
Address : \_\_\_\_\_  
Profession : \_\_\_\_\_ Employer : \_\_\_\_\_  
Home phone no. : \_\_\_\_\_ Mobile phone no. : \_\_\_\_\_  
Email : \_\_\_\_\_ Correspondence :  French  English

## Parental authority

	Both	Father	Mother
If parents are divorced/separated, who has legal custody of the child? *	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If parents are divorced/separated, with whom does the student live?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If parents are divorced/separated, school information send to which address?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*\* If only one parent has CUSTODY OF child, kindly prove the copy of the divorce judgement*

## PRESCHOOL - School fees

Preschool - full time with 5 days a week (7h30-12h and 14h-16h)

Preschool - \_\_\_\_\_ full days *Minimum 2 days. They may be extended by 1 full day (half day not allowed).*

Please specify which days : \_\_\_\_\_

### Options for Preschool

**Midday meals** - with supervision from 12h00 to 14h00

Monday  Tuesday  Wednesday  Thursday  Friday

**Afternoon care** – from 16:00 to 18:00

Monday  Tuesday  Wednesday  Thursday  Friday

**Transport** *(only possible if your address is located on our school bus route)*

<input type="checkbox"/> Monday	<input type="checkbox"/> Tuesday	<input type="checkbox"/> Wednesday	<input type="checkbox"/> Thursday	<input type="checkbox"/> Friday
<input type="checkbox"/> one way	<input type="checkbox"/> one way	<input type="checkbox"/> one way	<input type="checkbox"/> one way	<input type="checkbox"/> one way
<input type="checkbox"/> return	<input type="checkbox"/> return	<input type="checkbox"/> return	<input type="checkbox"/> retour	<input type="checkbox"/> return

## PRIMARY and SECONDARY - School fees for Y1 to Y11

Year 1 and 2  Year 3 to 6  Year 7 and 8  Year 9 to 11

### Options

**Morning care for Y1 to Y11** – from 7:30 to 8:10

Monday  Tuesday  Wednesday  Thursday  Friday

**Midday meals** - with supervision from 12:00 to 13:30

Monday  Tuesday  Wednesday  Thursday  Friday

**Afternoon care for Y1 and Y2** – from 16:00 to 18:00 - **Supervised homework\*** for Y3 to Y11 – from 15:45 to 17:00

**Monday** **Tuesday** ----- **Thursday** -----

Afternoon care (4pm-6pm)  Afternoon care (4pm-6pm) -----  Afternoon care (4pm-6pm) -----

Supervised homework  Supervised homework -----  Supervised homework -----

\* Year 3-11: please tick the supervised homework and the afternoon care boxes if you would like your child to stay in the afternoon care until 6pm after finishing supervised homework.

**Wednesday afternoon club** – from 13:30 to 18:00

Yes  No

**Transport** *(only possible if your address is located on our school bus route)*

<input type="checkbox"/> Monday	<input type="checkbox"/> Tuesday	<input type="checkbox"/> Wednesday	<input type="checkbox"/> Thursday	<input type="checkbox"/> Friday
<input type="checkbox"/> one way	<input type="checkbox"/> one way	<input type="checkbox"/> one way	<input type="checkbox"/> one way	<input type="checkbox"/> one way
<input type="checkbox"/> return	<input type="checkbox"/> return	<input type="checkbox"/> return	<input type="checkbox"/> retour	<input type="checkbox"/> return

## Billing method

Billing period :  annually (2% discount)  per term  monthly  
Bill addressed to :  father  mother  other

If other, to whom : \_\_\_\_\_

Have you been sponsored by a school family? If so, please enter the full name of the person who recommended our school to you. A one-off discount of 10% will be granted on the 1st year of tuition.

Do you have other children enrolled at our school/nursery? If so, you will benefit from a sibling discount of 10% on all fees, and a 35% discount on all fees for 3 or more children.

yes (specify the number of children and their surnames/first names)  no

## Parents' wishes

I agree that my child's photographs/videos may be used in school communication/marketing.  yes  no  
I authorise the teaching staff to administer medication to my child in case of emergency.  yes  no  
I authorise my child to leave the school alone  yes  no  
My child is receiving medical treatment, sees a speech therapist or other.  yes  no  
Would you like to share your details with the parents of your child's class?  yes  no

*Data transmitted: first names and surnames, telephone numbers and email addresses.*

## Signature of parents or legal guardian

By signing this document, the parents, and/or legal representative or financially responsible, confirm that they have read, understood and accepted the general terms and financial conditions here attached. Hereby I declare that all the enclosed information is correct.

Place / date : \_\_\_\_\_ Father's signature : \_\_\_\_\_

Place / date : \_\_\_\_\_ Mother's signature : \_\_\_\_\_

*Important: The inscription is reserved upon reception of the admission fees (see general terms). The tuition invoice will follow your payment within one week and will serve as confirmation.*

## Documents to be attached

- A recent passport photo
- Copy of pupil's identity card/passport
- Copy of your liability insurance
- Copy of his health/accident insurance
- Previous year's school report