

APPLICATION FORM – Junior Summer Camp

Day camp

Residential camp

www.alpinefrenchschool.com

info@alpinefrenchschool.com

Tel: +33 450 79 08 38

Name of agency (if applicable):

Student information

Family name : Male Female

First name :

Age : D.O.B :

City : Postcode : Country :

Child's Telephone (with country code) :

Nationality : Passport number : Exp date :
(if under 18)

Height : School year :

My level is

Never spoken French/English

Have done more than 2 years at school

Did a bit at primary

Come from a bilingual background

Choose your programme

French lessons

English lessons

Contact Information (Parents/Guardian information for under 18s) Please enter phone numbers with the country codes

Mother's name : Father's name :

Occupation : Occupation :

Home number : Home number :

Mobile number: Mobile number:

Email : Email :

Your course - Please book me on the following course :

Junior day camp weeks from to

Junior residential camp weeks from to

Option +

Supplement

Horse riding weeks from to + € 150 per week

(3 afternoons/week)

Adventure weeks from to + € 150 per week

Options to be chosen by our guides:

Canyoning, Via Ferrata, adventure park,

climbing, mountain biking, summer-

sledging (subject to availability)

Horse-riding weeks from to + € 120 per week

(3 x 45mn per week)

Tennis weeks from to + € 150 per week

(3 afternoons/week)

French Private classes weeks from to + € 135 per week

(3 afternoons/week)

Airport transfers

Please give us the following details for your flight : (if you've included transfers)

Arrival date : Arrival time : Flight number :

Departure date : Departure time : Flight number :

Unaccompanied minor service booked ? Outbound Yes No

Inbound Yes No

Student Medical Form

Name of student : First name :

Date of arrival : Number of weeks :

Course : Age :

Height (in cm): Weight (in kg) :

Emergency contact name : Emergency contact no :

It is vital for the welfare of the student that Alpine French School has an emergency contact number

Medical Requirements

Does the student suffer from any medical conditions? If so, please give information...

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Dietary Requirements

Does the student have any dietary requirements? If so, please give information...

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In the unlikely event that my child should require medical attention, I allow Alpine French School to: administer First Aid and minor medication (paracetamol, bandages), take my child to the appropriate medical services if necessary (doctor, hospital...), sign medical consent forms on my behalf where appropriate.

Name : Date : Signature :

Course summary/Payment

Teenage Summer program weeks	€
Option + weeks of option	€
 weeks of option	€
 weeks of option	€
TOTAL		€

I have enclosed a euro cheque for €..... Please find my credit card details below :

I have sent a bank transfer as a deposit for €..... Name of cardholder :

Our bank details

IBAN: FR76 1810 6000 4696 7362 5666 260

CODE BIC/SWIFT: AGRIFRPP881

Account Name: Alpine French School

Type of card :

Card number :

Expiry date :

Cryptogram :

(last 3 digits on back of the card)

Amount to pay :

Please send us proof of payment by email. Bank charges to be paid by the client.

Declaration

I wish to enrol my child at Alpine French School and I enclose this application form with payment (or proof of payment) for the sum of €..... I will pay the remaining balance 6 weeks prior to the start of the course.

I accept the general conditions regarding cancellation and refund of courses.

I have read and agree with the Student Terms and Conditions. Date :

Name : Signature :

School rules

To be enrolled on the Alpine French School Teenage Summer Program, the student agrees to the following rules.

- Upon arrival, all valuables such as passport, flight tickets, medical insurance etc is to be given to the AFS staff who will keep it safe until needed or until departure.
- Mobile phones will be handed to the staff every morning and given back in the evening.
- The student must respect all parties, such as staff, the administration team, other students and local people. Failure to do so could result in disciplinary action and in extreme cases could cause the student to be expelled.
- The student must respect the premises. Failure to do so could result in disciplinary action and in extreme cases could cause the student to be expelled.
- Alpine French School operates a zero tolerance policy for under-age drinking and smoking or illegal drug use. This will result in disciplinary action and could cause the student to be expelled.
- If for any reason, Alpine French School decides to expel the student for gross misconduct, parents must be aware that they will be responsible for any extra costs incurred (such as change of flights, airport transfers...)
- The student should accept the french meals provided by the centre. Food is of a good standard and no alternatives will be provided
- The student is to attend classes, activities, meals, excursions and meetings on time
- The student is to comply with all safety instructions.

Parental permission (Please sign and scan this direct to us or via your agent)

Name of the student :

Course :

Starting date : No weeks :

Name of parent/ guardian :

Contact tel no :

Email :

I have read the notes and information on the course as well as the conditions relating to students under 18 and I authorise my son / daughter to participate to the course under these conditions.

I have provided full information about any special medical and dietary needs and agree I will take responsibility for any misconduct that may occur during the course except for special dietary requirements.

I authorise Alpine French School to take and use photographs and/or digital images of my children for use in news releases and/or promotional materials such as our small brochures and photos on our website. Names and other personal information will never be diffused and images will never be released to any person or company outside of Alpine French School.

Name & signature Parent / Guardian

Name & signature student

Authorisation to go out during lessons - Autorisation de sortir

I authorise my child to go out during his/her lessons accompanied by his/her teacher.

Yes - Oui

Je donne l'autorisation que mon enfant peut sortir de l'école pour faire des cours et des activités à l'extérieur accompagné de la formatrice/formateur.

No - Non

Authorisation to make own way home at the end of lessons/activities

Autorisation de rentrer seul a la fin des activites

I give authorisation for my son/daughter to make his/her own way home at the end of lessons/activities.

Yes - Oui

Je donne l'autorisation que mon fils/ma fille peut rentrer tout seul à la fin des cours/activités.

No - Non

Authorisation to collect child - Autorisation pour venir chercher l'enfant

I authorise the following people to collect my son/daughter at the end of lessons/activities:

Yes - Oui

Je donne l'autorisation aux personnes suivantes de récupérer mon enfant à la fin des cours/activités:

No - Non

Name and relationship to child - *Nom, prénom, lien (de parenté ou autre)*

.....

Name and relationship to child - *Nom, prénom, lien (de parenté ou autre)*

.....

Swimming certificate - Attestation de natation

I the undersigned, *Je soussigné(e)* Name/*Nom*.....

Yes - Oui

I confirm that my child can swim 50m and put his/her head under the water.

J'atteste sur l'honneur que mon enfant sait nager 10/25/50 mètres et s'immerger

No - Non

Authorisation to go out unsupervised - Autorisation de sortir en autonome

(for 12+ year olds - pour 12 ans+)

I authorise my child to go out without a group leader with other students between 17h30 and 19h00

Yes - Oui

Je donne l'autorisation que mon enfant peut sortir sans animateur en autonome avec d'autres adolescents entre 17h30 et 19h00

No - Non

Transport authorisation - Autorisation transport

I consent to my son/daughter travelling without a parent between Geneva Airport and Alpine French School, Morzine and for transport to and from activities during his/her stay in Morzine. Transportation will be provided by ourselves or our transport partner Skiidy Gonzales, authorised to transport passengers including minors or a member of our teaching or animation team.

J'autorise mon fils/ma fille à voyager sans parent entre l'aéroport de Genève et Morzine et pour le transport aux activités pendant le séjour. Le transport est assuré par nous-même grâce à notre minibus ou par notre partenaire de transport Skiidy Gonzales, agréé pour le transport de passagers y compris les mineurs ou un de nos animateurs ou formateurs.

JUNIOR SUMMER PROGRAMME

General

Only the target language must be spoken in the classroom

Photocopies and a course folder will be provided during the course (coursebooks are not included in the lesson costs as they are not required but we would be happy to recommend one for self-study if required)

Clients are expected to comply with the rules and regulations of the school. Clients are expected to behave in a courteous and polite manner. Inconsiderate behaviour will force Alpine French School to terminate participation in the course and if necessary the client will be asked to vacate his accommodation.

Payment

Payment must be made prior to the start of the course, as agreed with Alpine French School or their representative.

Group courses are booked as a course and no refunds are made for missed lessons, unless agreed otherwise by contract.

Our courses prices are exclusive of enrollment fee: 60€

Details of what is included in our prices is explained on the relevant page of our website. Prices do not include flight or rail travel or

Insurance

Acceptable payment types are Bank Transfer, Euro Cheque or credit card. For bank transfers, all charges are to be paid by the client. Alpine French School uses the exchange rate on the day of pricing according to www.xe.com. Alpine French School will not be responsible for charges imposed on you, by your bank. This also includes payment discrepancies caused by variations in exchange rates used by your bank.

Deposit

We take a deposit of 200€ to secure your booking. This amount is deducted from your final balance which is payable 8 weeks before the course start-date. The agreement between Alpine French School and the client becomes legally binding upon payment of the deposit.

Cancellation

More than 8 weeks before course start date: full refund

6-8 weeks before course start date: 75% refund

4-6 weeks before course start date: 50% refund

2-4 weeks before course start date: 20% refund

Less than 2 weeks before course start date: no refund

For private lessons cancelled less than 48 hours in advance, the full amount will be charged. With more than 48 hours notice, we will do our best to re-arrange your lesson subject to availability.

In the event that Alpine French School has to cancel a lesson, another lesson will be offered in replacement.

No reimbursements are made for late arrivals or early departures, regardless of the reasons.

Travelling from abroad

Clients are responsible for arranging their own transport to and from the school. Alpine French School can organise transfers from Geneva for you (or another specified airport/train station).

If you have booked a transfer through us, upon arrival at Geneva/alternative pick-up point, you will be greeted by our transfer representative, shown to your mini bus and driven to your accommodation. Weather and road conditions permitting, the journey should take no more than 90 mins.

In the case of unforeseen circumstances, out of Alpine French School's or the transfer company's control, such as flight delays, cancellations, lost luggage, adverse weather and road conditions, you may be required to wait in the airport arrivals café area. If this happens, you will be notified immediately upon arrival and kept informed of the situation by a designated transfer representative who will be in the arrivals hall.

Transfers are arranged on a shared-transfer basis. This means you will be travelling with other passengers. In this situation, you may also be required to wait at the airport. Alternatively we can arrange a private transfer for you for an additional charge if you do not wish to wait. For your return journey, it may be necessary for us to allow up to 4 hours to transport you safely to the airport from Morzine, due to adverse weather or traffic conditions.

Travel and Insurance

Clients must arrange their own formal travel documentation such as visas if required. For students in the EU or in countries in the Schengen area, a visa is not required for stays of under 90 days (3 months). Please see the following link for the list of countries: <http://vosdroits.service-public.fr/particuliers/F21921.xhtml>

For stays of longer than 90 days, Alpine French School will provide the relevant documents to support your visa application. However, Alpine French School takes no responsibility for the outcome of your application.

Travel and medical insurance: Clients are not insured for the activities provided during their stay. Students should ensure they have comprehensive travel & medical insurance for their trip. Our 3rd party activity providers are all insured and fully certified by the French government and have the relevant liability insurances.

Liability

It is not possible for Alpine French School to be held responsible for services not under our control. Alpine French School will not, under any circumstances, be responsible for any additional expense, distress, disappointment, loss, damage, injury, accident, delay, inconvenience or irregularity resulting from or attributable to the act or default of any company, firm or persons in connection with the carrying out of such arrangements or bookings or the conveyance of any clients, unless caused by either the proven negligence of, or a proven lack of diligence by Alpine French School. Every booking is accepted subject to the conditions imposed by these outside companies or agencies and any claim with respect to such matters must be made against the appropriate principal.

Accommodation

Accommodation will be provided as detailed in the course description. Alpine French School reserves the right to modify accommodation details, but accommodation provided will be of an equivalent standard if a substitution is made. Changes to Course Content, Cancellation or modification of programmes

Alpine French School reserves the right to modify courses and activities subject to outside circumstances, cancellations, weather etc. AFS reserves the right to cancel or modify any programme or programmes listed in our brochure because of an insufficient number of participants or for any other reason beyond its control. If this rare event occurs, AFS will offer clients their choice of an alternative camp programme or full refund of any monies paid.

Promotional materials

AFS reserves the right to use any photographs, art work, etc, of the children on its website and in any of its future publications.

Medical release

AFS shall have full authority to take whatever action it deems necessary to safeguard the health and well-being of the child. Such authority shall include the right of AFS to take the action it deems necessary to secure medical treatment for the child at the parent's or guardian's expense. Full medical information must be completed on the application form.

Complaints

In the event of any complaints during your course, please request a complaint form from the school reception and complete this in writing and hand it in to reception where we will discuss the issue with you. Please do this as soon as the problem arises so that we are able to do everything in our power to remedy the situation. Any complaints made after departure will not be considered. Complaints cannot be accepted for weather conditions or resort opening times/dates as these things are beyond our control.

Activities

We reserve the right to modify the activity programme; in some cases this is necessary due to weather conditions, opening dates and availability.

Adverse weather conditions

AFS cannot be responsible for weather conditions that adversely affect the client's ability to participate in activities offered. Furthermore, if, in AFS opinion, conditions are hazardous due to adverse weather, activities may be curtailed or cancelled. If published activities are cancelled for any reason, AFS will do everything possible to find alternative activities for its clients.

Parents' responsibilities

Parents or guardians accept full financial responsibility for anyone they register in AFS (children or adults) for the following reasons:

- a. Damage caused, whether wilful or not, to facilities, equipment, clothing or anything else belonging to or leased by AFS.
- b. Repatriation expenses for any person having to be sent home or to a designated place, due to illness, accident, or misbehaviour or any other reason deemed valid by AFS.
- c. Any pocket money or any purchase of a personal nature made on behalf of the child for anything not expressly included in the holiday package.
- d. Rental or purchase of any equipment deemed essential for a child to enjoy his/her holiday due to their own equipment being unfit, unsafe or missing.

All students are expected to be responsible members of the Alpine French School community by complying with local and national laws as well as the school's rules and regulations. By enrolling on one of our courses, students accept the Code of Conduct and its terms and understand it applies at school, in their accommodation and also with the general public.

General rules

Attendance

In order to ensure the smooth progress of the course, we ask all our students to follow certain rules :

- Students **MUST** attend all classes. In the event, they cannot attend (sickness, delay..) they must contact the school asap. Failure to attend can impact the validation of your course results.
- Students must be punctual
- Students must dedicate the appropriate amount of time to the given homework

Respect

For the well-being and protection of all parties involved, we ask our students to :

- Respect the premises, its equipment and the material made available to them.
- Respect and be polite to fellow students regardless of their origin, gender, religion or background
- Respect and be polite to the staff and respect the class' atmosphere
- Respect the host family and be polite and helpful during the stay
- Respect local people by being polite, friendly and understanding of the local customs
- The student is to comply with all safety instructions.

Legal compliance

We expect our students to comply to the following legal aspects :

- No drinking, no smoking and no drugs on the premises.
- No use of computers for illegal purposes at school and in your host family.
- No violence, sexual or racial harassment nor bullying.

Violation of code of conduct

Reporting and procedure

If a complaint of violation of conduct (minor or major) is upheld, the following course of action must be followed :

- Inform the School Director or the School Secretary who will assess the situation
- The School director and the relevant parties will first discuss ways to address and resolve the situation together through liaising and mediating.
- If it is a serious violation that cannot be solved through simple mediation, the local authorities such as the police or the Border Agency may be called in.

Types of misconducts and sanctions

	Examples of misconduct	Sanction
Minor violation	<ul style="list-style-type: none"> Disrespecting rules or regulations Refusing to follow instructions from staff Using foul or abusive language Shouting, screaming or disturbing the classroom atmosphere. Using mobile phones abusively during class 	Warning procedure : 1st occurrence : Verbal Warning 2nd occurrence: Written Warning 3rd occurrence: Expulsion from school (students will not be refunded)
Major violation	<ul style="list-style-type: none"> Falsifying official documents Committing a threat or an act of violence Stealing Intentionally damaging school property Sexual harassment, bullying, physical harm Committing a criminal offence Refusing to leave the classroom when being instructed to do so by our staff. 	Immediate expulsion. No refund.