

Shooting Stars Preschool - Terms & Conditions

Term Dates

The academic year at Shooting Stars is divided into 3 terms; Autumn, Spring & Summer. We follow the Unterägeri school holidays, including public holidays and bridge days.

Registration Fee:

A non-refundable registration fee (per family) is required to secure a place for your child. The amount is CHF100.

Fee Calculation:

Fees are calculated based on the number of sessions per term, less any holidays observed by the Unteraegeri Gemeinde.

Fee Review:

Fees are reviewed every August.

Payment of fees:

Fees are payable termly in advance by the payment date on the invoice.

Waiting List Policy and Procedure:

A child is placed on the waiting list in the order of the date on which the registration form and fee is received. Places are subject to availability.

Changing days and or giving notice:

If you wish to withdraw your child from preschool, 8 weeks notice is required before the start of the new term. If notice of cancellation is received after this period then no refund will be given to the termly fee. Increases and day changes are subject to availability.

Ad hoc Additional days:

Ad hoc additional days can sometimes be accommodated, please contact us in advance to see if there is any availability.

Absences:

Fees are non-refundable in cases of child sickness or family holidays. We do not offer reductions or alternative days for any absences. In the unlikely event a session has to be cancelled due to teacher sickness, a refund will be offered. Cases of force majeure are excluded.

Illness:

If your child becomes ill, or has an accident while attending Shooting Stars, we will contact you by telephone. If there is no reply we will contact your emergency contact numbers. Please ensure these are always up-to-date and inform us if emergency contacts/mobile numbers change during the year.

If your child has had a fever, been vomiting or had diarrhoea, please be aware that they must be clear of these symptoms (without medication) for at least 48 hours before coming back to pre-school.

Trial Session:

You are welcome to attend a free trial session with your child

Settling in:

All children are different and respond in different ways; some are ready to be left almost immediately, whilst for others it is a longer process. We will work with you to ensure that the settling in process is appropriate for your child.

Insurance:

Shooting Stars is covered by an accident insurance policy however it is the responsibility of the parents to provide personal insurance as they feel necessary.

Snacks:

An important part of our day is snack time. The children sit together, learn to socialise and enjoy each other's company. With this in mind we ask all parents to send their child with a healthy snack and water bottle.

Appropriate Clothing:

Please ensure that your child comes to Shooting Stars in suitable clothing. We encourage the children to experiment with their surroundings but cannot accept responsibility for stains or damage to clothes caused whilst at preschool. They will get messy! Please provide a spare set of clothes for your child to keep in the playroom. Please also provide your child with outdoor clothes appropriate for the weather. We aim to go outside every day. Parents are to provide nappies when necessary.

Shooting Stars Preschool - Registration Form

Childs Full Name	DOB	Address

Childs 1 st Language	Childs Nationality

	Mother	Father
Name		
Mobile		
Office Tel		
Email		

Emergency Contact 1	Mobile	Relationship to child
Emergency Contact 2	Mobile	Relationship to child

Sessions Required (please tick)				
Monday	Tuesday	Wednesday	Thursday	Friday

Any other comments

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I give my permission for photos of my child to be used on:

Shooting Stars facebook page yes/no

Shooting Stars website yes/no

By signing this registration form I agree to the Terms and Conditions of Shooting Stars Preschool and wish to reserve a place for my child(ren).

Signed

Date.....