



Ateliers de WIX

GENERAL CONDITIONS



The General Conditions of Wix's Afternoon Clubs as set out below serve to clarify the details and rules appertaining to the different Ateliers/Workshops/Afternoon Clubs of WIXLOISIRS.

They form the basis of the convention by which parents join the association 'Wixloisirs.

**Parents will acknowledge these and accept, unconditionally, the terms as set out below:
WIXLOISIRS offers five options:**

- Wednesday Afternoon Workshops
- After School Clubs
- Supervised homework
- French Garderie
- Holiday Camp

Enrolment in some or all of the above activities on offer requires that the beneficiary, from now on referred to as the child, is subject to:

- his parent's or legal guardian's consent
- the authenticity/accuracy of the details provided in the on-line database wixloisirs.com
- on-line registration, confirmation, and acceptance by the parents/guardian
- payment is made termly and due within the 3 week period following the commencement of the activity.

WIXLOISIRS activities are offered termly and are available to both girls and boys:

- from Reception to Year 6 (MS to CM2) at Lycee Wix
- from the Bilingual Stream
- from Wix Primary School

The school calendar as follows:

- 1st Term (September, October, November, December)
- 2nd Term (January, February, March, April)
- 3rd Term (April, May, June to end of school year)

This timetable does not take holidays or public holidays into account and follows the dates as set out by the Lycée Charles de Gaulle.

These activities, or rather the children participating in these activities are insured by those facilitating/animating the activities within the context of their professional employment.

It is the facilitator/ animator, drawn largely from Lycée personnel, who is solely responsible for the conception and running of his/her respective workshop and will deliver an appropriate activity to their charges.

INSURANCE

Parents should be aware of any condition/risk they may be exposing their child to by enrolling him/her in these activities, e.g. sports but once enrolled and conditions accepted, your child will be covered:

- damage/injury he/she may cause
- damage/injury he/she may receive

Your child, participating in these extra-curricula activities, is fully insured within the operating framework of WIXLOISIRS.

SPECIFIC CONDITIONS APERTAINING TO THE ACTIVITY CLUBS

All Workshops, After School Clubs and Supervised Prep take place after school hours and as such are subject to strict adherence to the following rules:

Times

The activities on offer are set within very specific time parameters

| TYPE OF ACTIVITY | TIMES |
|---------------------|----------------|
| Wednesday Workshops | 13:30 to 15:30 |
| After School Clubs | 15:30 to 17:00 |
| Supervised homework | 15:30 to 17:00 |
| French Garderie | 7:30 to 8:30 |

These times indicate firstly when the child is supervised by an animator and secondly when he/she is picked up by a parent/guardian.

- A late pick up is not a happy time for any child. It disrupts the usual end of the day procedures and involves lengthy phone calls. In this situation, the pupil will be kept in the supervised homework and his parents shall pay £08/session.
- **Should a child stay over at a friend's, go home with a friend, or simply wish to go home alone, it will be necessary to inform the animator and / or by SMS 07 54 281 0500 (Mustapha) and / or 07 88 149 7940 (Mr Latrèche)**
- A child will not be able to leave with a new nanny/aupair/neighbor without the permission of the animator and Mr. Latrèche without written notice.

In case of emergency, please contact by SMS

07 54 281 0500 or 07 88 149 7940

ABSENCES

1. Should a child become ill and not be able to attend his/her activity, the coordinator/ animator will contact the parent/guardian to arrange pick up. If the child is ill at home, please post a message on the site. Any absence, short or long, will not be reimbursed either partially or wholly.

2. Should an animator, because of illness, professional commitment, courses or school outings, not be able to attend, a temporary solution will be implemented. In this instance your child will be:

- accommodated in another activity, subject to personal choice, space and numbers
- accommodated in a 'special games club' comprising board games etc run by Mr LATRECHE

Under no circumstances will WIXLOISIRS undertake to either replicate or implement pedagogically structured classes as a replacement activity.

Neither is it possible for WIXLOISIRS to let parents know in advance when these absences may occur if they are unforeseen. Children affected will of course be accommodated as described above. Where possible parents will be given notice so they may choose to keep their child at home.

The absence of any animator, short term, will not be reimbursed either partially or wholly.

CANCELLATION OF ACTIVITIES

The following reasons may lead to an activity being cancelled:

- unfavourable weather conditions – snow, strong winds
- decision by Wix Primary to close the school – building works, maintenance
- decision by Lycee Wix to close the school – personnel

Thus, in the above, albeit rare cases, the activities will be cancelled and parents informed. Furthermore, there will be no crèche facilities on offer either for individuals or groups of children.

WIXLOISIRS reserves the right to cancel a club/workshop if the number of participants is not reached.

MINIMUM OF PARTICIPANTS:

Wednesday's workshops: 8 participants After school clubs: 10 participants

Supervised Homework: 05 participants

Should the workshops/afterschool clubs/Supervised homework be cancelled there will be no reimbursements made.

CONSENT FOR AUDIO OR VISUAL RECORDINGS AND PHOTOGRAPHS

In accordance with Data Protection legislation, Wixloisirs require your consent to take and use audio or visual recordings and photographs of your child. We use these to illustrate life at the school for the following purposes:

- to celebrate achievements in various fields (academic, sport, music, etc.);
- to show contributions to exhibitions, shows, charitable events and internal journals;
- to show participation in outings, school trips and conferences; and for any educational purposes.

Use of photographs and recordings is a key part of celebrating life at the Lycée. We may use these photographs and recordings at events, on wall displays, on the Lycée bilingual website, on our social media channels and in year books. This consent can be withdrawn at any time. If you would like us to remove any specific audio or visual recording or photograph of your child from an existing school publication, school website or display, please contact our administrator at: administrator@wixloisirs.com

Audio or visual recordings and photographs of your child may also be used for the above purposes after they have left *Wixloisirs*

All images and recordings will be processed in line with our Fair Processing Notice set out overleaf.

Please be aware that if you do not give consent for Wixloisirs to take and use audio and visual recordings and photographs of your child then we will be required to remove them from group photos and recordings.

PUPILS FREE-OUTING

In order to protect our pupils, Wixloisirs does not allow them to leave alone without adults. However, in the event of exceptional situations, the parents of pupils of CM2 (Year 6) only will have to send a discharge to the administrator of Wixloisirs.

Sir, Madam, Dear Parents,

By ticking the box “I accept the conditions of ‘ateliers de WIX” in the registration form, you confirm that you have read and agreed the General Conditions and Specific Conditions as set out in this document.