

TERMS AND CONDITIONS FOR ACADEMIC & WELLBEING PRIVATE LESSONS

Enrolment

Enrolment for private lessons will always be available during the year.

From 17th July 2024

Please complete the registration form on our website for Academic <u>here</u> and for Wellbeing <u>here</u>. Please contact extracurricular@cdl.ch should you require more information.

Dates and Place

- Semester 1: From 26th August to 20th December 2024
- Semester 2: From 13th January to 13th June 2025

Private lessons will not take place during days when there are no classes (e.g., parent/teacher days). Our school year calendar is available on our website and our CDL App.

Private Academic lessons can take place in person, on CDL premises and online.

Billing & Unavoidable cancellations

Academic and Well-being private lessons will be invoiced by unit at the end of each semester. There may be times when Private lessons are affected by situations beyond our control and will be cancelled.

Student absences

In case your child should be absent from a private lesson, we invite you to notify the Extracurricular department by sending an email to <u>extracurricular@cdl.ch</u> no later than 17:00 the previous day. If this period is respected, the Extracurricular department will be able to inform the teacher on time and will not charge the missed lesson.

Number of lessons and notice of cancellation.

There is not a number of lessons determined in advance. The Extracurricular department considers students enrolled until 13th June 2025 unless a notice in writing is provided. A notice of 24 hours is required if you wish to stop the private lessons on a permanent basis. This can be done by sending an e-mail to <u>extracurricular@cdl.ch</u>. For students undergoing exams and/or study leave, it is the parent's responsibility to inform the department of their desire to stop the lesson, respecting the minimum notice period. For students in these academic settings, the lesson may be used to refine their academic needs or balance their well-being and hence will not be stopped unless required.

Fitness and Nutrition lessons.

For one-to-one classes the same T&C as per academic lessons applies. Kindly note Wellbeing classes are not available online.

Terms and conditions for Fitness Group Lessons.

For fitness lessons there is the possibility to opt for group class (Max 5 students).

For the groups, lessons will only start once we have received a registration form for each student involved. As this option relies on the whole group participating, in the event of absences the lesson fee will be carried out in full. The absent student is not allowed to give his place to another student. In case the whole group cancels one lesson, if the cancellation period is respected, the lesson will not be billed.

Permanent cancellation of one student- Fitness Group Lessons

If a student desires to withdraw from the group fitness lessons, we will pause all lessons until we receive confirmation from all parents or guardians involved regarding the remaining students' intention to continue with the lessons. Any adjustments in price will be considered. Kindly be aware that the Extracurricular department will contact all parents and House parents in the event of such a circumstance.

Contact.

For more information contact <u>extracurricular@cdl.ch</u>

