



Red Apple School  
290 route du Président Lavy  
74370 Argonay  
France  
+33450511154  
secretariat@redappleschool.fr

## REGISTRATION FORM 2024-2025

The application file specifies the terms of the contract between the family and the school. It is therefore advisable to read it and fill in the forms carefully. All legal representatives must sign the documents. In the event of the couple's separation (see possible terms of the judgment) and it is impossible for one of the parents to sign the file, a letter attesting to the agreement on the choice of school is requested from the non-signatory parent.

A confirmation of registration will be sent by email if the application is accepted.

### List of documents in the file to be completed and signed

- CHILD REGISTRATION
- LEGAL RESPONSIBLE INFORMATION
- INVOICING
- INTERIOR REGULATIONS
- DIRECT DEBIT AUTHORIZATION
- HEALTH SHEET (to be returned in June)

### List of documents to be provided

- A recent photo of the child
- A copy of the up-to-date vaccination record or certificate of compulsory vaccinations.

*In case of contraindication: a medical certificate of contraindication for each vaccination not carried out.*

- Report cards for the classes the child attends
- A copy of the family record book or identity document of the legal guardians.
- The 2023-2024 school insurance certificate (to be submitted no later than the first day of school)

Once the place has been confirmed, you will be able to transfer the registration fee of 450 euros. This fee is payable only at the time of the 1st registration. They are non-refundable in case of withdrawal.



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## LEGAL RESPONSIBLE INFORMATION

### Parent 1

NAME: \_\_\_\_\_ Forename: \_\_\_\_\_  
Born : \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Place of birth: (commune and department): \_\_\_\_\_  
Address: \_\_\_\_\_  
Code postal : \_\_\_\_\_ Commune: \_\_\_\_\_  
Profession : \_\_\_\_\_  
Personal Phone: \_\_\_\_\_ Phone professionnel \_\_\_\_\_  
Email: \_\_\_\_\_ @ \_\_\_\_\_

### Parent 2

NAME: \_\_\_\_\_ Forename: \_\_\_\_\_  
Born : \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Place of birth: (commune and department): \_\_\_\_\_  
Address: \_\_\_\_\_  
Code postal : \_\_\_\_\_ Commune: \_\_\_\_\_  
Profession : \_\_\_\_\_  
Personal Phone: \_\_\_\_\_ Phone professionnel \_\_\_\_\_  
Email: \_\_\_\_\_

## AUTHORIZATION Image rights

### Delete unnecessary references

**I authorize/do not authorize** the school to take pictures or film my child as part of school activities to publish on our internal application (Klassly)

**I authorize /I do not authorize** the school to take pictures or film my child to publish on the school's website

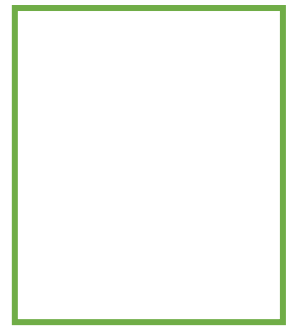
**I authorize /I do not authorize the** publication of photographs of my child in the local press.

Signature Parent 1

Signature Parent 2



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## CHILD REGISTRATION

Name: \_\_\_\_\_ Forename \_\_\_\_\_

Sex:  F  M Nationality \_\_\_\_\_

Date of birth: \_\_\_/\_\_\_/\_\_\_\_\_ Place of birth: \_\_\_\_\_

Siblings: \_\_\_\_\_

Address: \_\_\_\_\_

Code postal : \_\_\_\_\_

Town: \_\_\_\_\_

*Remember to inform the secretariat of any change of address.*

### Class requested for the start of the 2024 school year:

- Preschool (2 years old on the first day of school)  PS  MS  GS  
 CP  CE1  CE2  CM1  Fifth grade

Level of English:  no notion  Concepts  Bilingual

Mother tongue: \_\_\_\_\_

### Education from previous years: *Please attach the competency reports to the file*

Year	School	Class

My child has a PAP (Personalized Reception Project)  Yes  no

My child has a PAI (Individualized Care Plan)  Yes  no





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	Monthly payment	Annual Payment
1st child	750€ €	7350€

## Tuition fees Petite Section to Cm2

	Monthly payment	Annual Payment
1st child	630€	6150€
2nd child	505€	5050€
From the 3rd child	480€	4800€

Monthly tuition fees are deducted every 5th of the month, from September 2024 to June 2025.

The annual fee is deducted on September 5, 2024.

Ancillary costs (extracurricular activities, canteen, activities) are invoiced and debited between the 20th and 25th of the month.

Please note that the June ancillary fee will be deducted on July 5, 2023.

## Ancillary costs

450€ registration fee only for the first registration.

## Extracurricular

Extracurricular workshops are offered within our school by external speakers in order to develop our students in the best possible way. Registration will take place in June 2024.

After-school care is provided in the morning and evening by our team.

Check-in at 7:45 a.m.	6€
Check-in between 8:00 am and 8:15 am	4€
Check-in between 8:15 am and 8:25 am	3€
Check-out before 17:00	3€
Check-out between 17:00 and 17:30	5€
Departure between 5:30 pm and 6:30 pm	8€

⚠ You will need to plan your children's snacks for the extracurricular time/activity

*INFO: 50% tax credit for children under 6 years old. Certificate to be requested by email from the secretariat.*

## Canteen



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We work with our supplier 1001 meals. Bookings are made via an online form sent to all parents.

Meals are charged at €6.30 each

In case of absence, you must inform the secretariat by email only 3 working days before for a deduction on the invoice.

## Supplies

### Mother tongues

We buy the necessary school supplies (notebook, slate, markers/pencils, pouches...), a lump sum of 30€ will be invoiced and included in the September invoice.

On the first day of school, you will need to plan:

- 1 diaper bag
- 1 pair of slippers (crocs type)
- 1 gourd
- Cushions / blanket cuddly toy for napping

### Primary

The school is responsible for the purchase of school materials (files, textbooks) and supplies (notebooks, binders, pouches, ...) as needed. You will be charged a lump sum of up to €100 and included in the September invoice.

- 1 pair of slippers (crocs type)
- 1 satchel
- 1 gourd
- An agenda from Ce2 onwards

## INTERIOR REGULATIONS



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### Article 1 – Conditions for re-registration

Parents of students already attending Red Apple School will have to confirm their wish to continue their schooling by mid-January at the latest. The sum of 345 euros will allow you to reserve the place, we will deduct this amount from the invoice for September 2024.

### Article 2 – Condition of registration

Enrolments in our school are processed after an interview with the Management and within the limits of available places. The registration form must be completed and accompanied by all the requested documents for approval.

### Article 3 – Withdrawal of registration or re-registration

In case of withdrawal for the start of the 2024-2025 school year, after 01/03/2024, 2 months of tuition fees will be due insofar as the place is not taken by a new student on the first day of the start of the school year in September.

### Article 4 – Departure during the 2024-2025 school year

Any departure during the 2024-2025 school year will result in penalties. In case of departure between October 1, 2024 and December 31, 2024, 70% of the annual tuition fee will be due. As of January 1, 2025, the full annual tuition fee will be due. This fee may be waived if the student is replaced within one month of departure.

### Article 5 - Attendance and tardiness

Attendance: Enrollment in school implies regular attendance in accordance with the school calendar and schedules. We therefore ask you to justify the reasons for any absence by email to the secretariat.

Late: The school gate closes at 8:45 a.m. for kindergarten and 8:30 a.m. for primary students. We would like to draw your attention to the fact that the late arrival of your child disrupts the smooth running of the class. If you are late, you should call the school office and wait for someone to come and open the door for you. Delays may be notified in the school booklet. Repeated delays may result in a summons to the administration and even expulsion from the school if the situation persists.

### Article 6 - Organization of school time

The school is open on Monday, Tuesday, Thursday and Friday from 7:45 a.m. to 6:30 p.m.

### Article 7 - Reception and handover of students

In the Preschool class, the reception and handing over of the children is done directly in the classroom.



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In kindergarten (from Petite Section to Grande Section), parents or adult guardians must physically hand over the child to the school's supervisory staff at the specified entrances until 8:45 a.m.

At the end of the lessons, the children are handed over to the parents or adult guardians registered on the list of authorized persons by the supervisory staff between 4:15 p.m. and 4:30 p.m. After this period, the children are automatically enrolled in extracurricular time. In primary school, parents must accompany their children to the school gate from 8:15 a.m. At 8:15 a.m., the teachers welcome the children into the classroom. At the end of the lessons, the children are handed over to the parents or adult guardians registered on the list of authorized persons by the supervisory staff at 4:30 p.m. After this period, the children are enrolled in extracurricular time. Parents can sign a waiver if they want their children to return or arrive alone.

### Article 8 - Photographs

Particular attention must be paid to compliance with the rules relating to image rights. Any shooting requires the signed permission of the parents. (see registration document)

### Article 9 - Secularism

This implies the rejection of all forms of violence and discrimination, guarantees equality between girls and boys, and is based on a culture of respect and understanding of others. Secularism ensures that students have access to a common and shared culture. Secularism allows students to exercise their freedom of expression within the limits of the proper functioning of the school and respect for the pluralism of beliefs. In order to ensure that pupils are as open as possible to the diversity of worldviews as well as to the breadth and precision of knowledge, no subject is a priori excluded from scientific and pedagogical questioning. Staff have a duty of strict neutrality. They must not manifest their political or religious beliefs in the performance of their duties.

### Article 10 - Parental responsibility

In case of damage, breakage or theft. Any equipment that is damaged, broken or deliberately stolen by a student from the school or from another student will have to be reimbursed by the parents. In the event of theft of valuables or money, the school cannot be held responsible. We therefore ask that you do not bring any jewelry, money, electronic objects or valuables into the premises.

### Article 11 - Hygiene and health of pupils

The management ensures the establishment of a cleaning service in order to ensure the cleanliness of the premises and to comply with the official standards in force.

The list of school expulsions in case of illness that is posted in the school must be respected. Otherwise, we will be forced to accept your child for the duration of the illness. Any health protocol put in place will have to be followed by both Red Apple School staff and parents.

### Article 12 - Security of premises





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The principal, who is responsible for the school's security, takes all measures to prevent the risk of fire and panic: he has the security installations serviced periodically according to the official schedule. - it ensures the information of staff and pupils, in particular by posting instructions - it organises at least two evacuation drills during the year. He shall keep a safety register in which his observations and the instructions of the safety committee shall be recorded.

### Article 13 - Safety and protection of the student

In the event of an accident or health problems: Parents are required to inform us of the list of people to contact in case of emergency and the supervisory staff is required to respect this list. In the event of an emergency, for an injured or sick student, the dispatch doctor of the 15 called will make the appropriate referral and transport decisions for the student to the most suitable hospital. The family is immediately notified by the management or supervisory staff. When the situation does not require a call from the emergency services, the management or supervisory staff will notify the family as soon as possible so that they can come and pick it up.

### Article 14 - Responsibility of parents and students

The school reserves the right to no longer accept a child with immediate effect when: The pupil seriously compromises the smooth running of the school by his or her behaviour; Parents do not respect the principle of healthy and respectful collaboration with management and staff or interfere with the school's operating rules.

### Article 15 - Payment

In the event of an administrative closure of the school, tuition fees are due as long as the school maintains a pedagogical follow-up. Any delay in payment may result in additional fees or the removal of the student(s) concerned.

I have read the rules of procedure and I undertake to respect them.

At ....., on ...../...../.....

Signature of the legal guardian(s): (preceded by the mention read and approved)

FIRST and LAST NAME

FIRST and LAST NAME