



# FINANCIAL CONDITIONS

SCHOOL YEAR 2026–2027

**JFK PLAY SCHOOL**

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**John F. Kennedy International School**

Saanen, Switzerland

[www.jfk.ch](http://www.jfk.ch) | [info@jfk.ch](mailto:info@jfk.ch)

## A. Registration Fee & Guarantee Deposit

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- A non-refundable one-time registration fee of CHF 600 covers administrative processing and the admission procedure.
- Upon acceptance, a guarantee deposit of CHF 600 is required to secure the child's place. This deposit covers any outstanding extra expenses and the balance will be reimbursed at the end of the term following the child's departure from the school, provided all accounts are settled.
- No further fees are required as part of the application procedure.

## B. Annual Fees

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Fee option (age 2.5-4)	Annual Fee (CHF)	Winter Term (CHF)
Morning (without lunch)	19'300	6'800
Morning (with lunch)	20'700	7'200

Annual fees are payable in full by 30 June 2026, or within 7 days for invoices issued after this date.

### Multi-Child Discount

1. 5% reduction in fees for the third child from the same family in the same academic year (applied to the lowest fee only).
2. 10% reduction for the fourth child (applied to the lowest fee only).

## C. What Fees Cover

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The annual Play School fee includes the following:

- All academic classes and childcare
- Lunch and morning snack (when the lunch option is contracted)
- Books & Stationery
- Local walks and excursions
- Use of facilities and playgrounds
- Ski lessons during the Winter Term
- PE and movement classes

## D. Extra Charges

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The following Supplementary and extra charges are invoiced at the end of each term, and are payable within 30 days of issue. Parents wishing to contest an invoice must do so in writing 30 days of issue.

- Nappies and wipes, when not provided by parents
- Uniform items (as required, supplied by JFK)
- Ski lessons (Winter Term, where applicable)
- Any other items purchased or arranged at parental request

## E. Attendance & Absences

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- All fees are payable in advance for each term. No refunds will be made if a child is absent from the Play School, regardless of the reason (illness, personal holidays, or otherwise).
- Fees are billed based on 5 sessions per week. We encourage children to attend all sessions to benefit from continuity and stability in their learning environment. Non-attendance days will not be deducted from term fees.

## F. Medical

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- **Illness:** if a child contracts an infectious or contagious illness, the School Director must be notified immediately. The child may not return until medical clearance has been given. If a child falls ill during the day, parents will be contacted to collect them.
- **Medical conditions:** parents must notify the school of any existing or new medical condition, learning difficulty, or special supervision requirement in the admissions health questionnaire. Any updates must be communicated in writing.
- **Emergency treatment:** the Play School reserves the right to administer basic first aid when necessary and will contact parents to inform them of any follow-up required with a medical professional.
- **Allergies:** parents must inform the Play School of any food, medication, activity or other circumstance that may cause an allergic reaction. All updates must be submitted in writing.

## G. Re-Enrolment Procedures

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- Current students are automatically re-enrolled for the following term, unless requested otherwise and if all financial conditions have been met.
- Parents wishing to withdraw their child must inform the school's administration in writing no later than 30 days before the start of the following term.

## H. Contractual Financial Conditions

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1. If a student is suspended, expelled, or withdrawn by the parents during the course of a term, all outstanding fees remain payable.
2. If a child is withdrawn by mutual agreement between the parents and JFK, the fees for the current term remain payable.
3. Parents are liable for any damage caused to the school or its property by their child.
4. Any valuable objects should not be brought to the Play School.

## I. Health & Accident Insurance

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Under Swiss law, all children must be insured for illness and accidents.

- Parents with resident status in Switzerland must insure their children under the LAMal sickness and accident insurance scheme. They manage all communication with their insurer and provide JFK with a copy of the health insurance card.
- Prior to the child's first day, parents must submit a health questionnaire completed by their family doctor. This is mandatory for all admissions.

## J. Payment Details

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All payments must be made in Swiss Francs (CHF) to the following account:

	Bank Details
Account Name	John F. Kennedy International School AG CH-3792 Saanen, Switzerland
Bank	UBS Switzerland AG, PO Box, CH-8098 Zurich
Account No.	0238 00150577.01U
IBAN	CH66 0023 8238 1505 7701 U
SWIFT / BIC	UBSWCHZH80A

Please indicate the student's name and student ID on all bank transfers. All costs associated with bank transfer and currency conversion are to be paid by the parent or guardian.

## K. Late Payment

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Invoices are payable within 30 days of the date of issue.

- A late interest charge of 5% per annum will be applied to any outstanding balance.

## L. Use of Photos & Personal Data

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As part of its communication policy, JFK may use photos and videos taken during school activities, celebrations, special events and sporting competitions in its publications, including its website and documents sent to parents. In accordance with Swiss droit à l'image legislation, parents are deemed to consent to this by signing the present document.

Parents who **do not agree** should inform the school administrator at [info@jfk.ch](mailto:info@jfk.ch). Parents will be able to modify their consent for video and audio use in the Veracross Parent Portal.

Data collected is required for logistical reasons associated with the student's participation in sports events and school trips. Such data may be shared with partner schools and sports organisations of which JFK is a member, solely for the purposes of the relevant event. Partner organisations are requested to securely destroy data upon completion of each event. Only data necessary for each specific event will be collected.

## M. Contractual Agreement & Governing Law

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3. By enrolling or re-enrolling their child and meeting the financial obligations set out herein, the undersigned parents confirm their agreement with these Play School financial conditions and with the School Handbook, available at [www.jfk.ch](http://www.jfk.ch).
4. By signing this document, parents agree to abide by all policies contained herein. They undertake to maintain this contractual agreement with JFK until their child leaves the school.
5. Parents receive an updated version of this document each year. The annually updated version applies automatically and supersedes all previously signed versions.
6. The contractual agreement between the parents, the child and the school is governed by Swiss law. The term 'parents' in this document refers to the child's legal representative(s).
7. Any dispute between the school, students and parents will be brought before the tribunal of Bern, Switzerland.

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### DECLARATION & SIGNATURE

We, the undersigned, confirm that we have read, understood and agree to the Financial Conditions for the 2026–2027 school year as set out in this document.

**Name of Student:**

**Date of Birth:**

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**Father / Guardian Signature:**

**Mother / Guardian Signature:**

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**Place:**

**Date:**

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Please return this document duly signed by both parents / guardian(s) to [info@jfk.ch](mailto:info@jfk.ch)