



School-Parent Contract

The parent or legal guardian, hitherto referred to as the Contract Partner, and Freies Gymnasium Zürich, hitherto referred to as the School, agree to the following:

1. The School admits _____
as a pupil in Class _____.

2. The School and the Contract Partner undertake to work together to fulfil their educational responsibilities. School Management, the teachers and the Contract Partner undertake to work together to create an atmosphere of mutual trust.

3. The School provides the Contract Partner with information regarding the pupil's performance in school reports. Furthermore, the School also provides the Contract Partner with information regarding behaviour during lessons, approach to work, the motivation level of the pupil and social skills in interim reports during the sixth grade, the Progymnasium and the Lower School of the Gymnasium.

Should specific educational or behavioural problems arise, the School and the Contract Partner undertake to work together to seek appropriate solutions.

4. The School undertakes to provide transparent performance assessment. The teachers communicate their performance expectations to the pupils. They inform pupils of the contents of examinations and the assessment criteria, and explain, in advance, how the marks are put together for the individual subjects in the report. The assignments that are evaluated include both short and long written assignments, as well as oral assignments. As a general rule, the number of examinations per semester corresponds to the number of weekly lessons in that subject.

5. School Management ensures that there is regular communication between both the class teacher and special subject teachers and the Contract Partner, either in the form of personal talks, letters, parent evenings or open days.

6. The class teacher and/or the special subject teachers are available for discussion with the Contract Partner regarding the educational progress and development of the pupil.

7. The special subject teachers help the pupils to analyse their weaknesses and to instigate appropriate corrective measures. They support new students or students who fall behind, through no fault of their own, in their efforts to catch up.

8. As a general rule, the special subject teachers ensure that pupils have the opportunity to retake examinations that they have missed.

9. The Contract Partner supports the class teacher and School Management in all significant matters regarding the education and personal development of the pupil.

10. The Contract Partner ensures that the pupil attends lessons regularly and takes the required examinations

In the event of frequent absence, discussions will be arranged between the class teacher, the Contract Partner and pupil. Should these discussions not result in any improvement in the attendance of the pupil, the school reserves the right to terminate the contract, following due warning in writing.

11. The Contract Partner undertakes to ensure that the pupil attends school lessons or school events in a rested and ready-to-learn state, dressed in respectable, appropriate clothing.

12. The pupil is seen as a representative of the school by the general public. The School expects pupils to behave in a correct, courteous manner both within and outside the school.

13. The Contract Partner herewith agrees that this contract will continue to be valid even when the pupil has come of age.

Should the Contract Partner desire that once the pupil has come of age, he/she should personally become the partner to the contract, the Contract Partner agrees to communicate this fact to the School immediately in writing. This written announcement has the effect of giving notice on the contract at the next possible date (art. 18). The School undertakes to accept the pupil as Contract Partner in a new contractual relationship following this period of notice, although this can be made dependent on a guarantee that school fees will be paid.

14. Invoices for school fees are sent out on a quarterly basis. The valid amounts are laid down in the school fees payment scale which is a part of this contract.

15. The Contract Partner undertakes to ensure that the pupil is covered by a private obligatory insurance against sickness and accidents. The Contract Partner is also responsible for ensuring that the pupil is covered by a private, third party insurance and a household insurance (theft). The School accepts no responsibility in the event of theft.

16. The observation of valid school rules and regulations is an integral part of this contract. In particular, but not exclusively:

- school rules and regulations
- promotion regulations
- rules covering penalties
- rules covering absence
- Plagiarism regulations (upper school of Gymnasium)
- school fees payment scale

The School reserves the right to amend the rules and regulations at any time unilaterally. Changes in other conditions of the contract can only be made in writing. Changes in the contract will be communicated to the Contract Partner in good time.

17. School Management reserves the right to terminate this contract if

- a) the pupil does not fulfil the conditions for promotion.
- b) the pupil does not generally make the effort to fit in the school or the class, refuses to meet performance expectations or displays unsatisfactory performance over an extended period of time.
- c) the relationship of mutual trust between the School and the pupil or the Contract Partner breaks down long-term.

18. This contract can be terminated by the Contract Partners for the end of a semester, following a notice period of two months. In the event of termination outside the normal schedule, the School is entitled to demand compensation amounting to CHF 2,500.--. This does not apply to cases where the pupil is not promoted to the next class. In cases 17b) and 17c), the School reserves the right to terminate this contract without notice.

19. For new students starting at the beginning of a new school year, the following regulation applies: should, after signing the contract, the registration be withdrawn before the end of the previous school year (15 July), the school will charge Fr. 2,000.-- in compensation. Should the registration be withdrawn between 16 July and the first day of the new school year, this compensation will amount to Fr. 4,000.--.

20. The Contract Partner acknowledges that by signing this contract he/she (or both parents resp.) will become a member of the School Association unless he/she (or both parents resp.) explicitly rejects to do so within 30 days of signing the contract. The annual membership fee of CHF 100.— p r individual membership will be invoiced together with the school fees.

Place, date _____