



## **Rules for Extracurricular Activities at the Lycée Français International de Rangoun**

1. AES are open to all children from 2 to 15 years old, from LFIR or any other school. Students that do not attend LFIR must fill out a registration form and will be charged a membership fee of 25 USD per semester.
2. Registration for Extracurricular Activities takes place twice a year. Students are then enrolled for a whole session in the activity or activities for which they are registered.
3. Registrations for Extracurricular Activities must be made during the period set aside for this purpose. This period is communicated by the person in charge of the AES. After this deadline, new requests will be evaluated and not necessarily granted according to the situation. If accepted, the price of the activity will take into account the number of sessions remaining.
4. All participants must be covered by civil liability insurance. If it does not already exist (the certificate must be provided), the school will subscribe via the CGEA for a cost of \$50.
5. The AES will not take place during LFIR school holidays. Families have to check LFIR school calendar.
6. All registrations for Extracurricular Activities will only be validated if the family has paid its school fees in full. A child who is not registered for an activity, or whose registration fees for an activity have not been paid by the due date, will not be entitled to take part in that activity.
7. Activity fees take into account a maximum of two cancellation per session by the school. This cancellation is at the sole discretion of the LFIR activity leader or management and not of the parents. If more than two session is cancelled by the school, a refund and/or credit note may be issued in proportion to the number of sessions not taken.
8. If parents cancel an activity, no refund will be given once the first two sessions have been completed.
9. At the close of registration, an activity may be cancelled if there are not enough participants. In that case, parents can request reimbursement or leave a credit for further activities during the year.



10. If, at the end of the registration process, there are activities that have not yet reached the maximum number of registrations, each student will be able to register for additional activities depending on the number of places available.

11. All students must comply with the LFIR's Internal Rules as Extracurricular Activities take place on school premises.

12. The Extracurricular Activities Committee reserves the right to refuse access to an activity to any student who disrupts the activity or who does not respect the LFIR's Internal Rules. Exclusion will be effective after two warnings and immediate in the case of serious misconduct. No refund will be given.

13. Extracurricular Activities teachers or assistants must gather the students in the lunch area and bring them back at this place at the end of the lesson in order to entrust them to their parents with the help the security guards.

14. All parents or tutors are prohibited to take part in any courses, nor to stay inside LFIR premises during the courses. The waiting area is at the entrance.

15. Parents are informed of any changes to the normal running of an activity by e-mail.

16. A cap must be worn for outdoor activities.

17. As the AES service does not have its own legal structure and is an integral part of the Lycée Français International de Rangoun, the adoption of these regulations is automatic once the global financial regulations for the current school year have been adopted by the family at the time of enrolment or re-enrolment.

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