Student Life Programme 2022/23
Terms & Conditions

Activity Requests: Parents/Legal Guardians may request activities online. The request period, approximately two weeks before the season begins, is announced in the Weekly Update and on the Parent Portal. MIS allocates places based on priority and availability. All requests submitted during the request period are considered. Our priority is to allocate as many requested activities as possible to each child. We may not be able to fulfill all activity requests. Students who have not been allocated a place in a requested activity are placed on a wait list. Athletics teams generally accept all requests.

Payment: The fee for activities is between €50 and €400 per activity per season, depending on activity costs. Families are invoiced by email after the second week of activities. Payment is due upon receipt of the invoice; please write Activities, activity name and student name/number on the bank transfer. All students who participate beyond the second week of activities are invoiced. *If a parent/legal guardian wishes to withdraw their child from an activity prior to invoicing, they must email activities@mis-munich.de or athletics@mis-munich.de by the end of the second week of activities.*

Absences: Parents/Legal Guardians must inform the ASA or Athletics Coordinator, activity leader and classroom teacher (Junior School only) if a student will be absent.

Activity Cancellation: If too few participants register for an activity, the school may cancel the activity. Activities can also be cancelled for reasons beyond the school's control (e.g. extreme weather or a pandemic). Occasionally, individual classes are cancelled. We make every effort to offer make up classes, but it is not always possible. MIS does not offer make up classes for activities missed due to holidays or conferences. If a class is cancelled, parents/legal guardians are notified as early as possible by email and/or phone.

Junior School Students: *Students who are not registered for the ASC bus must be picked up promptly at the end of their activity.* If a parent/legal guardian cannot pick a student up, then that student may not take part in the activity. During the first two weeks of the season, Junior School students meet their leaders at the main entrance of the Junior School. After the first two weeks, students proceed directly to their activity location at the end of the school day. If a parent/legal guardian is late picking up their child, they must call the Co-curricular Activities Office as early as possible.

Weather: Students must be prepared to go outside for outdoor activities, which means having appropriate clothing for cold or rainy weather. When severe weather prohibits outdoor activities, alternative indoor activities take place. Activities are only cancelled if severe weather conditions require the evacuation of the school premises - please check the MIS homepage for updates.

Emergencies: Activity leaders take all reasonable precautions to create a safe environment for participants. If an accident occurs, your child is covered by the *Bayerische Landesunfallkasse*, an insurance plan for children at Bavarian schools. If an immediate medical response is necessary (first aid, summoning an ambulance, taking a child to the hospital), leaders take actions to ensure the child's wellbeing. If they cannot immediately reach a parent or legal guardian by telephone, this may include summoning medical help or transporting the child to the hospital before they are able to notify a legal guardian.

Insurance: In case of an accident during an activity, a parent or legal guardian must inform the School Nurse as soon as possible so that they can assist with the paperwork needed for the family's insurance provider.

Supervision: Activities are under the supervision of MIS Administration Mondays through Thursdays, from 9:00 to 17:45. Activities that take place outside of these hours are under direct supervision of the activity leader and parents/legal guardians must contact the activity leader directly, if necessary.