



GENERAL CONDITIONS*

2026-2027

LE JARDIN DES PARTICULES

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Le Jardin
des Particules
crèche et école

Reviewed annually and approved by the Management Committee of the Jardin des Particules.

In the event of a dispute regarding these General Conditions, only the original French text shall be legally binding.

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WELCOME TO THE JARDIN DES PARTICULES

A Reception Service for Children Aged 4 Months to 10 Years

"Each child is unique and actively participates in their own development. Children are naturally curious, want to communicate, and build relationships with others."

Loris Malaguzzi

A Quality Environment

The Jardin des Particules (JDP) is a preschool and school reception facility.

By enrolling your child at the Jardin des Particules, you provide them with the opportunity to develop in a privileged living space, at the heart of science and close to nature.

In a warm atmosphere and an adapted environment, our educational team welcomes your child to help them develop their potential, skills, artistic abilities, relational sensitivity, and emotional richness, while ensuring their well-being and safety.

We are a human-sized structure working in a multicultural, rich, and varied context. A new, secure building that is easily accessible, designed to meet the needs of growing young children. The child and the family are our main points of contact. We ensure the child's well-being through constant consultation and collaboration with legal representatives*. Our multidisciplinary and experienced team provides a stimulating and creative environment, following an active, caring approach based on professional practice reflection, observation, and constructive dialogue.

Our educational action is defined through various missions: welcoming children and families, supporting, educating, and preventing.

Our daily actions are based on a shared professional ethic that considers important values such as respect, listening, openness to others and differences, creativity, and professionalism. We strive to provide an adapted reception for children with special needs or disabilities, according to an inclusive educational action policy that involves support from various sources (internal and/or external to CERN).

Our services

The Nursery welcomes children from the end of maternity leave until 3 years old. We have three different age groups:

The Babies: The Poppies group (4 months to 1 year old)

The Toddlers: The Forget-me-nots group (1 to 2 years old)

The Pre-schoolers: The Clovers group (2 to 3 years old)

The School for children aged 3 to 10 (from 0P to 6P): A specific learning program, between the PER (Plan d'Étude Romand) and the French National Education system, is implemented, including English classes.

On Wednesdays, the Discovery Wednesdays Workshops are organized in collaboration with various CERN Clubs for our students and children from outside the JDP**, between the ages of 3 and 10.

A daily canteen service that provides all meals for the nursery and lunch for the school pupils.

Our Year-Round Educational Projects

- **Scientific Exploration and Learning Workshop** at the school, on-site and at the CERN Science Gateway.
- **Children's Yoga Workshop.**
- **Musical Awakening Project at the nursery and school.**
- **Swimming Project at the school** (starting from level 1P only) in collaboration with the Satigny swimming pool.
- **Sports Project at the school** in collaboration with the Maisonnex Sports Centre.
- **Artistic Awakening and Education Project at the school.**
- **Psychomotor Development Project at the nursery.**
- **Multisensory Awakening and Discovery Space.**
- **Intergenerational Project at the nursery and school:** readings offered by volunteers from the Swiss Association "Lire et Faire Lire," Geneva section.

Cantonal Authorities of Geneva

- SASAJ: Service for the Authorization and Supervision of Daycare (nursery)
<https://www.ge.ch/organisation/service-autorisation-surveillance-accueil-jour>
- SASEP–DIP: Service for the Authorization and Supervision of Private Education (school)
<https://www.ge.ch/organisation/service-autorisation-surveillance-enseignement-prive>
- SSEJ: Child and Youth Health Service <https://www.ge.ch/organisation/service-sante-enfance-jeunesse>
- SEI: Itinerant Educational Service <https://astural.org/institutions/service-educatif-itinerant/>

Our Partnerships

- Partner pediatric practice
- Novae: catering services and dietary guidance <https://novae.ch>
- Guidance Infantile https://www.hug.ch/sites/enfants-ados/files/documents/guidance_infantile.pdf
- Fondation Pôle Autisme de Genève <http://www.pole-autisme.ch>
- Teddy'school: Institute for educational training and supervision
<https://www.teddys-school.com/diplome-neuropedagogie-specialisee-tnd/biographie-de-virginie-blanc-klamm>
- Clinique Adent, Meyrin: dental prevention program for our pupils <https://adent.ch/clinique/geneve-meyrin/>
- Cabinet Opti'soins, Geneva: ophthalmological screening for our pupils
- Association "Lire et faire lire"
- Meyrin Toy Library (Ludothèque), and Meyrin Municipal Library
- CERN Science Gateway
- CERN Clubs and CERN Library
- CERN Firefighters
- Arthea, Art Therapy Training – Confignon

Contact

Headmaster and Pedagogical Reference

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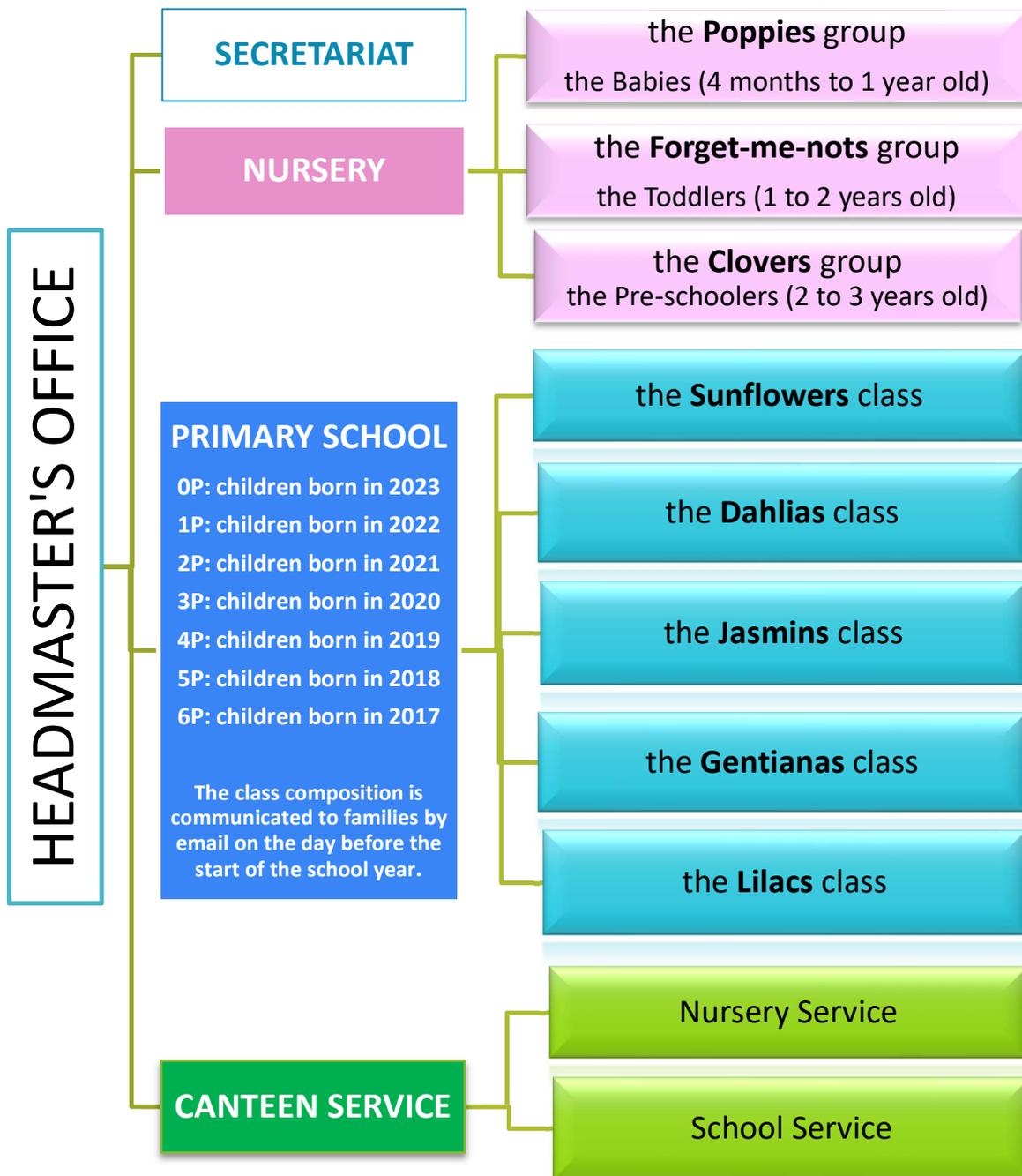
Information and secretariat

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Internal Organisation Chart



NURSERY – from 4 months to 3 years

The nursery is open from Monday to Friday, from 8:00 am to 6:00 pm, and welcomes children from 19 August 2026 until 23 July 2027.

The care of the children is provided by a multidisciplinary educational team composed of early childhood educators and ASE (social-educational assistant) staff, who have received training in compliance with the standards in force in the Canton of Geneva, as well as by assistants and interns (in training).

Three reception groups are offered:

the Baby group (from 4 months to 1 year): 8 places available

the Toddler group (1 to 2 years): 9 places available

the Pre-schoolers group (2 to 3 years): 16 places available

Offered in three modalities:

5 full days

3 full days (either Monday, Tuesday, and Wednesday, or Wednesday, Thursday, and Friday)

2 full days (either Monday and Tuesday, or Thursday and Friday)

For each chosen modality, the canteen service is included.

The maximum time a child can stay in the nursery per day should not exceed ten hours. Legal representatives* must ensure that this maximum time is respected.

Familiarization Model

"No one should have to adapt, but everyone should work to agree."

The reception of the child and their family in the nursery involves a period of obligatory familiarization.

This familiarization period is a time of meeting, exchange, and mutual discovery between the legal representatives*, the child, and the professionals, aimed at establishing a relationship of trust and a secure attachment base, as well as respecting each individual's rhythm.

In practice, the familiarization process includes:

- The stable presence of a parent during the first 3 days of reception (at least 1 hour per day): ideally, the parent who will be responsible for accompanying the child to the nursery.
- The possibility of leaving your child starting from the 4th day (if you, dear parent, feel ready, and for the desired duration).
- A separation starting from the 5th day, according to arrangements to be defined between the parents and the educational team.

This period is anticipated, thought out, and prepared in advance by the nursery teams, particularly concerning the following points: Who will welcome you? In which space? At what time?

A familiarization schedule will be proposed to you in June before the start of the school year. At the same time, the list of personal items to bring will be communicated to you.

PRIMARY SCHOOL – from 3 to 10 years

Our primary school is open from Monday to Friday, from 8:00 am to 6:00 pm, and welcomes children five full days per week, from 20 August 2026 to 2 July 2027. During the first three weeks of July, optional summer educational care is offered and may be confirmed by the school depending on the number of registrations.

The care of the children is provided by a multidisciplinary educational team composed of teachers (French-speaking and English-speaking), early childhood educators, ASE (social-educational assistant) staff trained according to the standards in force in the Canton of Geneva, artistic, cultural, and sports instructors, and trainees in training.

Classes are organized from preschool level up to 6th grade (6P).

The organizational schedules of a typical day at school:

0P Schedule	Monday	Tuesday	Wednesday	Thursday	Friday
8am/9am	Educational Welcome Time				
9am/11:30am	Mandatory School Hours	Mandatory School Hours	Scientific, Artistic and Sports Workshops...	Mandatory School Hours	Mandatory School Hours
11:30am/12:30pm	Lunch Time				
12:30pm/2:30pm	Nap time				
2:30pm/3:30pm	Mandatory School Hours	Mandatory School Hours	Workshops	Mandatory School Hours	Mandatory School Hours
3:30pm/6pm	Educational Activity Time				

1P-2P Schedule	Monday	Tuesday	Wednesday	Thursday	Friday
8am/9am	Educational Welcome Time				
9am/12:30am	Mandatory School Hours	Mandatory School Hours	Scientific, Artistic and Sports Workshops...	Mandatory School Hours	Mandatory School Hours
12:30pm-1:30pm	Lunch Time				
1:30pm/2:30pm	Nap time for 1P & Calm Time for 2P				
2:30pm/3:30pm	Mandatory School Hours	Mandatory School Hours	Workshops	Mandatory School Hours	Mandatory School Hours
3:30pm/6pm	Educational Activity Time				

3P to 6P Schedule	Monday	Tuesday	Wednesday	Thursday	Friday
8am/8:30am	Educational Welcome Time				
8:30am/12:30pm	Mandatory School Hours	Mandatory School Hours	Scientific, Artistic and Sport Workshops...	Mandatory School Hours	Mandatory School Hours
12:30pm/1:30pm	Lunch Time				
1:30pm/3:30pm	Mandatory School Hours	Mandatory School Hours	Workshops	Mandatory School Hours	Mandatory School Hours
3:30pm/6:00pm	Educational Activity Time				

Nap time: The OP pupils have a nap from 1:00 pm. to 2:30 pm. in a space arranged for their rest, allowing them to settle comfortably. The educational team supports each child to ensure a calm and peaceful transition to sleep; their presence helps maintain a pleasant and quiet atmosphere.

For older children who may need it, a rest period in the nap room or in the classroom is also possible.

In general, all children return to their respective classes around 2:30 pm.

We offer a stimulating school environment that promotes the individual construction of knowledge, respect, and listening to one another, a sense of initiative, and the development of one's place within the group.

The educational program is structured according to the five domains of the Plan d'Etude Romand (PER): Languages (French and English), Mathematics, Natural Sciences, Social Sciences, Arts, and Physical Education.

English language learning is introduced from the age of 3, every day of the week, through the morning and afternoon cross-disciplinary workshops.

Several pedagogical approaches are implemented within our institution: the Montessori method, the Reggio Emilia approach, emotional education, and the development of a Flexible Classroom. These active learning methods share a common goal of placing the student at the centre of the learning process, fostering their motivation and engagement.

A variety of extracurricular activities, as well as an introduction to Music, Art, Science, and Nature from a young age, complement our educational and formative programme.

A back-to-school letter will be sent out in June, providing the reception schedule, the assigned class, the names of the educational staff, and the list of personal items to bring. The school supplies, provided by Jardin des Particules, will be distributed on the first day of school.

Important note: School attendance is compulsory from the age of 4; therefore, please respect the Jardin des Particules school calendar. All absences must be communicated in advance if possible and be justified by email to the Secretariat and the relevant educational team. As a general rule, any absence for illness or accident lasting more than three days must be justified by a medical certificate. This follows the Primary Education Regulations [.\(Articles 27 et suivants du Règlement de l'enseignement primaire \(REP\)- rsGE C 1 10.21\).](#)

Discovery Wednesdays

This extracurricular day is included in the tuition for children enrolled at Jardin des Particules.

“This programme offers children a school-free day with educational supervision focused on various areas of activity that provide learning ‘in a different way.’ According to the pedagogical reflection of Loris Malaguzzi: *"The child is made of 100 languages,"* and they use them to express themselves, observe, and *"discover the environment around them."*

To support this process of exploration and the pluralism of languages inherent to the child, our "Wednesdays of Discovery" offer a wide range of activities and experiences to spark curiosity, such as scientific discovery, English, photography, music, art, nature, dance, and sports.

This service is available to children not enrolled at Jardin des Particules, from the age of three, depending on availability, either for a full day or half-day, with lunch service included.

Reception of Children with Specific Needs

We strive to offer a reception adapted to children with special educational needs or disabilities, in line with an inclusive educational policy.

Two main reasons drive us to encourage the inclusion of young children with disabilities: to welcome each child with their differences and potential, and to promote inclusion as a way of living together that benefits everyone.

However, the final acceptance of a child with special educational needs will be subject to a prior assessment of the conditions required to provide quality care adapted to the child’s needs. Based on this assessment, the JDP** will decide whether to accept the child.

If individualized support measures, provided by a specialized professional, are required during school hours and/or extracurricular activities, the related costs will be the responsibility of the legal representatives*.

CANTEEN SERVICE

1. Canteen Service

The canteen welcomes children from the crèche and the school every weekday, from Monday to Friday.

At the Crèche: The canteen is mandatory, and this service is included in the childcare fees.

At the School: The canteen is optional. Enrolment for this service can be done for 1, 2, 3, or 4 fixed days per week. Enrolment is for the entire year or the trimester and is non-modifiable. The days of enrolment for the canteen must be indicated on the registration form.

However, for children enrolled in OP, the headmaster of JDP** recommends maintaining enrolment in the full service, including all 5 days of the canteen.

If not enrolled in the canteen, it is still possible to use this service exceptionally and subject to availability, provided the request is made in writing to info.jdp@cern.ch at least one business day before the planned date. This service will incur an additional charge. (See Canteen Rates in the annex)

During the canteen service, children are supervised by qualified catering staff and the usual educational teams.

The meals served at the canteen are balanced, varied, and monitored by a dietitian. We place particular emphasis on the nutrition of young children, with no added salt, sugar, or fats (except for certain raw oils). The menus can be viewed online on our website.

The meals consist of a starter, a main course, cheese or dessert. A vegetarian meal is offered once or twice a week. The beverage provided to the children is filtered, controlled still water, sourced from fountains installed by CERN in various rooms of the JDP**.

2. Allergies

If your child suffers from a food allergy, it is essential to specify this in the medical form and provide a medical certificate from the treating paediatrician and/or allergist.

Our referring doctor, Dr. Catherine Meyers, in collaboration with the allergist and the family, will establish an Individualized Care Plan (PAI - Projet d'Accueil Personnalisé), which will be signed by the legal representatives and displayed in the canteen.

The PAI will specify the type of allergy and describe the protocol to follow in case of an allergic reaction. The medication mentioned in the medical certificate, with the child's name, must also be provided by the legal representatives.

If and only if the PAI is established, we will be able to welcome the child to the canteen, where they will be served a meal prepared by the legal representatives. This meal must be placed in an airtight container, clearly labelled with the child's name, and transported in an insulated bag.

In the case of a recognized allergy, a reduction in the canteen fees will be applied (see Canteen Rates in the annex).

3. Special Diets

In the case of a special diet for your child, no reduction in the cost of the canteen applies.

For children attending the school, you may choose to pick up your child at lunchtime, as the canteen is not mandatory. You may also choose to have your child eat meals you provide from home on-site, but this does not entitle you to any reduction in the canteen fees.

For children attending the nursery, the legal representatives* must provide all food for their child (lunch and snack). These must be packed in an airtight container, clearly labelled with the child's name, and transported in an insulated bag.

GENERAL ADMISSION CONDITIONS

Registration and Mandatory Insurance

Registration is done through the online form completed by the legal representative(s)*. Your child's place will only be guaranteed after payment of the registration fees and advance tuition fees by 31st January 2026 by bank transfer only.

Each enrolled child must have valid health, accident, and civil liability insurance to cover any potential accidents or damages they may suffer or cause to others within the institution or during off-site activities. Children must also have followed the vaccination recommendations currently in force in Switzerland. When signing the enrolment contract, the legal representative* must provide the corresponding certificates.

The Jardin des Particules is covered by "Corporate Liability" and "Collective Accident" insurance.

Admission Priorities for School and Nursery

The admission priorities are defined as follows:

1. Re-enrolments
2. Siblings
3. Children from single-parent families

-
4. Children of CERN staff members and/or Jardin des Particules staff
 5. Children whose legal representatives* work on the CERN site
 6. Children whose legal representatives* work for another international organization or children of legal representative* from partner companies
 7. Other cases

For all new applications, within each category (categories 2 to 7), enrolments will be processed in chronological order.

Admission Priorities for the Discovery Wednesdays

The admission priorities are defined as follows:

1. Children from single-parent families
2. Children of CERN staff members and/or Jardin des Particules staff
3. Children whose legal representatives* work on the CERN site
4. Children whose legal representatives* work for another international organization or children of legal representative* from partner companies
5. Other cases

Enrolments will be processed in chronological order and according to the availability of places within the school's classes.

Siblings

Registration of a second child entitles the family to a tuition fee reduction (see Appendix Tariffs and Reductions).

Emergency Service

In the nursery and in the preschool section of the school, it is possible to accommodate a child in their group/class on an exceptional basis, subject to available space and approval by the Director of the structure. If the legal representatives* wish to use this emergency service, the secretariat of the Jardin des Particules must be informed one week in advance to check for available places.

This emergency service is billed in addition to the tuition fees (see Appendix: Occasional Care Fees).

An emergency request due to a medical urgency concerning the legal representatives* or their children may be confirmed despite the lack of available spaces, but only with prior written agreement from the SASAJ.

Occasional Care (available from 1st September to 30th June)

Occasional care allows for the possibility of accommodating a child who is not enrolled in the structure, in their age group, on an exceptional basis and subject to availability, for a maximum duration of one month.

For children aged one year, it is for a minimum of one week.

For children aged two years and older, this service is provided on a daily basis.

This service must be paid in advance (see Appendix: Occasional Care Fees) and is non-refundable.

ENROLMENT AGREEMENT

Enrolment Agreement and Required Documents

For each enrolled child, a written contract is concluded between Le Jardin des Particules and the legal representatives*. The contract specifies the assigned group, the child's attendance rate, the selected period, and the amount of the monthly tuition fee.

The contract must be returned, signed, within 15 days, along with the following documents:

- Civil liability insurance certificate
- Medical form and a copy of the vaccination record

- Permission for outings and the image rights policy
- BDS questionnaire and DIP compulsory schooling form for children enrolled in the school
- A copy of the staff association card of one of the legal representatives*

Determination of Tuition Fees

The monthly tuition fee is determined based on the total gross household income.

For families with lower incomes, a request for a tuition fee reduction is possible. This must be submitted online at the time of registration and accompanied, if applicable, by the following documents:

- Proof of salaries or gross income (12 pay slips and/or 12 unemployment benefit statements)
- Alimony payments received
- Housing or travel allowances or indemnities received
- Family allowances received
 - • Sick leave or unemployment insurance benefits paid
 - • Any fixed or regular benefits received by the legal representatives* that count as family income
 - • Pensions received

In the absence of supporting documents regarding family income, the maximum rate will be applied.

Modification of Childcare Arrangements

Changes to the childcare contract, once signed, are possible only in exceptional cases following a written and justified request from the legal representatives*. These modification requests will be reviewed by the management committee, which will decide, at its sole discretion, how to proceed. If approved, a new contract will be issued.

In the case of a request to reduce the attendance rate, the request must be submitted to the administration with one month's notice, effective at the end of the month.

Example: For a change effective on December 1st, the request must be submitted by October 15th.

If the request concerns a mid-year enrolment where reservation fees have already been paid, no refund will be issued.

Child Absences

No refunds of school fees will be granted for absences, regardless of the reason, even if justified.

Example: Absences due to illness, vacations taken outside school holiday periods, or other reasons.

Contract Termination

Enrolment at Le Jardin des Particules is valid for the entire period defined in the contract signed by the legal representatives*. All contract terminations must be communicated via email to the institution: info.jdp@cern.ch.

1. If withdrawal is announced before the childcare begins:

The first billing period (September, October, November, and December) remains due.

Registration, admission, and material fees are non-refundable.

2. If withdrawal occurs during the school year:

Termination must be communicated:

- By October 31st for departure at the end of the 1st billing period (December 31st).
- By January 31st for departure at the end of the 2nd billing period (March 31st).

Beyond these deadlines, the current billing period and the next billing period will be invoiced.

3. In the event of job contract termination or relocation:

If the withdrawal is due to termination of a CERN employment contract or an imposed move out of the region, the termination request must be sent via email to info.jdp@cern.ch, with one full month's notice before the end of the next month.

No refunds will be issued for amounts already paid.

Exclusion from the Jardin des Particules

The Management Committee of Le Jardin des Particules reserves the right to terminate the childcare contract at any time with immediate effect, in the following situations:

- Tuition fees remain unpaid after three written reminders.
- General terms and conditions of Le Jardin des Particules are not adhered to by the legal representatives despite two written reminders.
- The child or accompanying adult repeatedly and intentionally causes harm to others and/or damages material property.
- The specific conditions for individualized care of a child with special needs, as defined by Le Jardin des Particules, are not respected (see details in the Reception of Children with Special Needs chapter).

Image Rights: Videos, Photos, and Data Protection

The educational team is authorized to take audio/video recordings and photos of children for internal use within the Jardin des Particules.

No media or photos will be shared or published externally without the prior consent of the legal representatives. Permissions for image rights are granted or denied by signing a document provided with the tuition contract.

Confidentiality Obligation

Information provided by the child's legal representatives, as well as observations made by the educational team about the child, are subject to data protection laws. Such information may not be shared outside the Jardin des Particules without prior consent, except in emergencies, particularly health-related ones.

Legal representatives are informed that anonymized data concerning their child may be used for statistical purposes by the Jardin des Particules or an organization duly authorized by it.

PRACTICAL INFORMATION

1. Contact with Legal Representatives*

Legal representatives must remain reachable throughout the day. Consequently, the administration office must be informed of any changes to mobile numbers, home addresses, or workplaces.

2. Respecting Schedules

To ensure the smooth functioning of the institution, legal representatives* are required to strictly respect the opening and closing hours of the establishment.

Reference: Primary Education Regulations (REP), rsGE C 1 10.21, Section 4 – Absences and Late Arrivals: Art. 29 Late Arrivals.

Nursery (Crèche): Latest arrival: 09:00 (except for the baby group) and latest departure: 17:45 / 18:00

School: 0P, 1P, 2P: latest arrival 09:00 / latest departure 17:45 / 18:00
3P, 4P, 5P, 6P: latest arrival 08:45 / latest departure 17:45 / 18:00

In case of delay, legal representatives* are requested to inform the administration as soon as possible.
 Repeated late arrivals for any good reasons or reasons admitted as unjustifiable, will result in a fine (see details in the Fees Appendix and Article 29 du Règlement de l'enseignement primaire (REP), rs GE C 1 10.).

3. School and Holiday Calendar

a) School Holidays and Public Holidays

Nursery (Crèche): Start date: Wednesday, 19 August 2026

Closing date: Sunday, 23 July 2027 at 15:00

School: Start date: Thursday, 20 August 2026

Closing date: Sunday, 2 July 2027 at 15:00

School holidays and public holidays throughout the year follow the official calendar of the canton of Geneva.

School Holidays	Bank Holidays and School Closures
Autumn Holidays From Monday 19 th October to Friday 23 rd October 2026 included	Jeûne genevois Thursday 10 th September 2026 Pedagogical Day Friday 11 th September 2026 Pedagogical Day Monday 8 th February 2027
Christmas Holidays (based on annual CERN closure) From Wednesday 23 rd December 2026 to Tuesday 5 th January 2027 included	Labour Day Saturday 1 st May 2027
Winter Holidays From Monday 15 th February to Friday 19 th February 2027	Ascension Thursday 6 th and Friday 7 th May 2027
Easter Holidays From Friday 26 th March* to Friday 9 th April 2027	Pentecost Monday 17 th May 2027
Summer Holidays School: from Monday 5 th July 2027 Nursery: from Monday 26 th July 2027	

2026-2027

AUGUST 2026						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER 2026						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER 2026						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER 2026						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER 2026						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JANUARY 2027						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY 2027						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH 2027						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL 2027						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY 2027						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE 2027						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY 2027						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Bank Holiday School Holidays

Pedagogical training days : 11/09/2026 & 08/02/2027

1st & last day of school

1st & last day of the nursery

Summer Camp for school pupils

b) Events at the Jardin des Particules

10/11/2026: World Science Day
20/11/2026: International Children's Rights Day
04/12/2026: Christmas Show
10/12/2026: Fête de l'Escalade (Celebration of the Victory of Geneva over the Savoyard troops)
18/12/2026: Christmas Carols
02/02/2027: Candlemas
March/April 2027: Annual Exhibition (showcases in Building 500 - CERN)
20/01/2027 (Wednesday): Read-Aloud Day
May 2027: CERN Relay Race (date to be confirmed)
05/06/2027: World Environment Day
19/06/2027: Music Day
25/06/2025: End-of-Year Party at JDP**

4. Absences and Illness

In the case of an unforeseen absence of the child (illness, travel, etc.), the legal representatives* must notify the secretariat by phone at +41 22 767 36 04 or +41 75 411 34 16 or by email: Info.jdp@cern.ch.

If a child contracts an illness or has been in contact with an infectious disease such as herpes, measles, rubella, scarlet fever, or chickenpox, the legal representatives* must inform the educator as soon as possible (in accordance with the Youth Health Service guidelines).

Children who are sick with a fever of 38.5°C or higher will not be accepted at the Jardin des Particules.

If, during the course of the day, the child develops a fever or shows signs of illness, the legal representatives* will be contacted immediately to decide whether the child may be given a dose of paracetamol and/or whether they should come to pick up the child.

In the case of medical treatment, it can be continued at the JDP** if the following cumulative conditions are met:

- The legal representatives* must fill out and sign a medical treatment form.
- The legal representatives* must provide the medical prescription with the prescribed dosage from the doctor.
- The medicines must be provided and labelled with the child's name.

The educational team does not administer any treatment that is not prescribed by a doctor, to avoid any errors that could be detrimental to the child's health.

5. Emergencies or Accidents

In case of an emergency or accident, the management of the Jardin des Particules or the person responsible for the group will call the emergency medical service (CERN fire department), who will take all necessary measures, including hospitalization or transportation of the child by ambulance. The legal representatives* will be immediately informed. Any associated costs will be the responsibility of the legal representatives*.

6. Responsibility and Procedures for Child Pickup and Custody

Legal representatives* must identify the person or persons (adults only) authorized to accompany and/or collect the child. Once this/these person(s) are with the child within the JDP** premises, the child is then under their responsibility. Any change in authorized accompanying persons must be communicated to the JDP** Secretariat as soon as possible.

Upon arrival, the child must be handed over by the accompanying person to the educational team, in order to transfer responsibility. Should the child need to leave JDP** during the day, the legal representatives* must inform the relevant educational staff; only legal representatives* and/or authorized accompanying persons may collect the child.

In cases of suspected abuse, the Management will report the situation to the competent Cantonal Authorities in accordance with the legal procedures required by le Département genevois de l'Instruction Publique (directive D.DGOEJ.DG.1.01, Children at risk et Directive D.DGOEJ.DCPDS.01, notifications to the supervisory authority).

7. Access and Security Procedures

The registration of legal representatives and authorized individuals takes place after the acceptance of the tuition contract and before the start of classes.

To drop off or pick up a child at the JDP**, you must have a CERN access card that also allows entry through the JDP** gate. The request for CERN access must be made through the JDP** secretariat. After online registration, the access card is issued by the CERN Community Support Centre (Building 33).

The JDP** gate is open from 08:00 to 18:00. It must be securely closed after each use.

Legal representatives* are requested to reduce their speed when approaching the parking area and to use exclusively the parking spaces allocated to the JDP. An annual parking sticker can be issued upon request and should be placed on the rear window.

SAFETY IS EVERYONE'S RESPONSIBILITY, THANK YOU FOR CONTRIBUTING!

Any behaviour by a parent or accompanying person deemed inappropriate according to CERN's code of conduct may be subject to disciplinary procedures as defined by the JDP** Management Committee.

8. Organized excursions

Outdoor excursions are organized outside the JDP**. By signing the registration form, the legal representatives* authorize their child to participate in these outings organized by the educational team. These outings may take place on the CERN site or externally, either by walking, stroller, or transport.

9. Re-enrolment / enrolment

Re-enrolment and/or enrolment for the nursery or school service at the JDP** for the following educational year take place in December.

10. Parent representatives

Parent representatives for each section or class facilitate communication and dialogue between the Management, the Management Committee, and the legal representatives*.

Parent representatives are selected at the beginning of the year. Among them, one parent is chosen to represent the Crèche service and another to represent the School service; both attend the JDP** Governing Committee meetings, which take place three times per year.

Access to the e-groups of the different sections and classes is granted to the representatives to support communication with the legal representatives*.

11. Children's personal belongings

Children's personal belongings must be labelled with their name and surname.

The JDP** Management Committee disclaims any responsibility for the loss, theft, or damage to these belongings, objects, or jewellery.

Lost items and clothing found within the JDP** are placed in a "Lost and Found" box, which is accessible to all. At the end of each year, any unclaimed items and clothing are donated to charitable organizations.

12. Professional training

The legal representatives* acknowledge that, in addition to being a space for childcare, the facility is also a training facility. Indeed, the Jardin des Particules regularly hosts trainees and students. Their stay can range from one day to a week, or even several weeks. Students and their supervisors benefit from the presence of children in the group to carry out training programs. The parents authorize the students to use the data collected within the facility for teaching or written presentation purposes, provided that the anonymity of the child is guaranteed. The parents delegate to the management the responsibility of ensuring the above.

13. Law on the Prohibition of Smoking in Public Places

The Grand Council adopted a modification to the law on the prohibition of smoking in public places (LIF) on January 28, 2022. The modified law, which came into effect on April 9, 2022, specifies that it is now prohibited to smoke in the outdoor or open areas of educational institutions and schools (Article 3, Paragraph 2, Letter a LIF). This ban applies to the surroundings of schools and playgrounds. The smoking ban covers tobacco products and products like tobacco (e-cigarettes)

* **Legal representative:** the person who is legally responsible for representing and protecting the interests of another person. For minors, this refers to the parent or guardian.

** **JDP:** *Le Jardin des Particules.*

*** **PAI:** *Individual Care Plan (plan d'accueil individuel)*