



**LA GARENNE**  
INTERNATIONAL SCHOOL

## **LA GARENNE WELCOME BOOKLET DAY STUDENTS**

MIDDLE SCHOOL AND HIGH SCHOOL

2025-2026

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# A Warm Welcome to our School

Welcome to the La Garenne International School, where our students have the opportunity to develop holistically into independent, curious and confident young adults. Our Middle and High School students follow academically demanding courses which support and prepare them on their own unique pathways into further education and the world of work.

Our Middle School students in Years 7-9 follow the International Baccalaureate Middle Years Programme (IB MYP). This curriculum enables students to engage with inquiry-based learning, fostering curiosity and independence.

Students in Years 10-11 follow the globally renowned International General Certificate of Secondary Education (IGCSE) curriculum which allows students to nurture their curiosity alongside the rigour of preparing for externally assessed examinations in their chosen subjects.

In Years 12-13, students choose to follow either the International Baccalaureate Diploma Programme (IBDP) or the High School Diploma (HSD). Each pathway is tailored to reflect who they are and who they want to become in the future.

The Middle and High School curriculum as a whole is tailored to suit the needs of each individual student and, with our personalised Careers and Futures Guidance, students are exposed to a range of post-secondary opportunities around the world.

Students at La Garenne are supported by a team of exceptional educators, who seek to inspire the students with their passion for their subjects and individualised care. We are committed to providing an academically challenging, pastorally supportive environment for each and every student in our care.

We look forward to supporting all students and families in this exciting chapter of their lives.



**Alexandra Hunn**

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Head of Secondary



**Jessica Swann**

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IBDP and HSD Coordinator



**Mischa Mortley**

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IGCSE Coordinator



# General Information

## Contacting the School

- Phone Number: +41 (0) 24 495 24 53
- Email: [info@la-garenne.ch](mailto:info@la-garenne.ch)
- Website: <https://www.la-garenne.ch>

## Key Staff

Staff	Role	Contact
Grégory Méan	<b>General Director</b>	direction@la-garenne.ch
Gavin Williams	<b>Principal</b>	gwilliams@la-garenne.ch
Alexandra Hunn	<b>Head of Secondary School</b>	ahunn@la-garenne.ch
Jessica Swann	<b>IBDP and HSD Coordinator</b>	jswann@la-garenne.ch
Mischa-Lara Mortley	<b>IGCSE Coordinator</b>	mmortley@la-garenne.ch
Paula Diver	<b>Secondary Academic Assistant</b>	pdiver@la-garenne.ch
Aurélie Marques	<b>Health Centre</b>	health@la-garenne.ch



# Term Dates

## Academic Year 2025-2026

### Term 1

Friday 29 August	Welcome Day Students 09:00 - 11:00
Monday 1 September	School begins at 08:30
Thursday 16 October	School ends at 16:00
<b>Half term</b> - Thursday 16 October 16:00 - Monday 3rd November 08:30	
Monday 3 November	School begins at 08:30
Thursday 18 December	School ends at 16:00

### Term 2

Monday 12 January	School begins at 08:30
Thursday 12 February	School ends at 16:00
<b>Long Weekend</b> - 12 February 16:00 - Tuesday 17 February 08:30	
Tuesday 17 February	School begins at 08:30
Thursday 19 March	School ends at 16:00

### Term 3

Monday 13 April	School begins at 08:30
Thursday 18 June	DP Graduation & Celebration
Friday 19 June	Academic Prize Giving Ceremony, Year 6 & Year 11 Graduation



# The School Day

School Day Timings	
<b>8:30 - 8:45</b>	Tutor Time
<b>8:45 - 11:00</b>	Period 1 - 3
<b>11:00 - 11:20</b>	Morning Break
<b>11:20 - 12:50</b>	Period 4 - 5
<b>12:50 - 13:45</b>	Lunch Break
<b>13:45 - 16:00</b>	Period 6 - 8
<b>16:30 - 18:30</b>	After school clubs

The school day runs from 08:30 - 16:00, with after school clubs starting from 16:30 for 1-2 hours, depending on the activity.

We encourage students to cycle to and from school. Bikes can be stored in the bike racks behind Academia or in front of Le Roc during the day. Helmets must be worn and bikes should not be ridden between campuses.

The timetable changes every term. Students will receive a paper copy on the first day of term and parents will receive a copy via email, along with additional dates and information.

For additional information on the curriculums please read the relevant curriculum handbook.

## Mobile Phones and Electronic Devices

Day students may bring their mobile phones to school; however, they must hand them into the academic office upon arrival:

- Phones for Year 7-9 students are to be handed in at the Academia Academic Office
- Phones for Year 10-11 students are to be handed in at the Le Roc Academic Office

Students in Year 12-13 may keep their phones with them; however, devices must remain in their school bags, switched off or on silent. Any breach of these rules will result in the immediate confiscation of the device.

Apple Watches and other connected devices may not be brought to school.



## Computers

All secondary school students require a laptop for their academic classes. Laptops must be brought to school every day, fully charged, along with their charging cables.

Students are permitted to use their laptops only when instructed by their teachers for specific academic tasks. Laptops are not to be used during break times. Misuse of a device will result in its confiscation for the remainder of the day. If misuse continues, the device will be confiscated for a week. Parents will be informed of any misuse.

## Uniform

Every Monday during Term 1 & 3, all students in Years 7 -13 must wear their smart uniform to school. This includes a black or navy blazer, white shirt, school tie, black or navy blue trousers or skirt, and smart black shoes.

From Tuesday to Friday, students from Year 7-9 wear trousers or a skirt, a white school polo shirt and school grey jumper. The school uniform is also worn when students are representing the school, including during off-site visits. Please ensure that all articles of clothing and other items brought to school are clearly marked with your child's name.

Students in Year 10 - 11 from Tuesday to Thursday wear school uniform trousers or a skirt, a white school polo shirt and school grey jumper. On Friday they may come to school wearing their own smart casual clothes.

Students in Year 12 - 13 from Tuesday to Friday must wear their own smart clothing. No jeans are allowed.

**Please note:** Parents should provide the blazer, trousers or skirts, and shoes. The rest of the school uniform (including the badge for the blazer), the full sports kit (black sports trousers, red T-shirts, black sports top), ski uniform and two jackets are provided by the school.

**SCHOOL UNIFORM**  
RECEPTION TO YEAR 9

**MON**

**FORMAL UNIFORM**  
RECEPTION - YEAR 9



**BLAZER**  
WHITE SHIRT, TROUSERS  
OR SKIRT



**LG TIE**



**SMART BLACK**  
SHOES

**SCHOOL UNIFORM**  
RECEPTION - YEAR 9

**TUE**



**WHITE LG POLO**



**BEIGE, BLUE OR BLACK**  
CHINOS (NO JEANS)



**LG JUMPER**

**WED**

**SCHOOL UNIFORM**  
RECEPTION - YEAR 9



**WHITE LG POLO**



**BEIGE, BLUE OR BLACK**  
CHINOS (NO JEANS)



**LG JUMPER**

**SCHOOL UNIFORM**  
RECEPTION - YEAR 9

**THU**



**WHITE LG POLO**



**BEIGE, BLUE OR BLACK**  
CHINOS (NO JEANS)



**LG JUMPER**

**FRI**

**SCHOOL UNIFORM**  
RECEPTION - YEAR 9



**WHITE LG POLO**



**BEIGE, BLUE OR BLACK**  
CHINOS (NO JEANS)



**LG JUMPER**

**CASUAL**

RECEPTION - YEAR 9

**SAT**

**SUN**



NO RIPS OR HOLES

MODEST AND APPROPRIATE

The suit (blazer and trousers) and chinos (black, blue, beige) are not provided by the school and must be purchased before arrival. The school tie and the school badge (for the blazer) are available from the school uniform store.



**MON**

**FORMAL UNIFORM**  
YEAR 10 - YEAR 11



**BLAZER**  
WHITE SHIRT, TROUSERS  
OR SKIRT



**LG TIE**



**SMART BLACK**  
**SHOES**

**SCHOOL UNIFORM**  
YEAR 10 - YEAR 11

**TUE**



**WHITE LG POLO**



**BEIGE, BLUE OR BLACK**  
**CHINOS (NO JEANS)**



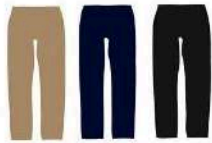
**LG JUMPER**

**WED**

**SCHOOL UNIFORM**  
YEAR 10 - YEAR 11



**WHITE LG POLO**



**BEIGE, BLUE OR BLACK**  
**CHINOS (NO JEANS)**



**LG JUMPER**

**SCHOOL UNIFORM**  
YEAR 10 - YEAR 11

**THU**



**WHITE LG POLO**



**BEIGE, BLUE OR BLACK**  
**CHINOS (NO JEANS)**



**LG JUMPER**

**FRI**

**SMART CASUAL**  
YEAR 10 - YEAR 11



**NO RIPS OR HOLES**



**MODEST AND APPROPRIATE**

**CASUAL**

YEAR 10 - YEAR 11

**SAT**  
**SUN**



**NO RIPS OR HOLES**



**MODEST AND APPROPRIATE**

**SMART CASUAL:**

Smart casual means a shirt, jacket, chinos or skirt. Jeans and T-shirts, dirty clothes, rips or holes are not acceptable for smart casual attire.

The suit (blazer and trousers) and chinos (black, blue, beige) are not provided by the school and must be purchased before arrival. The school tie and the school badge (for the blazer) are available from the school uniform store.

**MON**

**FORMAL UNIFORM**  
YEAR 12 & YEAR 13



**BLAZER**  
WHITE SHIRT,  
TROUSERS OR SKIRT



LG TIE



SMART BLACK  
SHOES

**SMART CASUAL**  
YEAR 12 & YEAR 13

**TUE**



**NO RIPS OR HOLES**



**MODEST AND APPROPRIATE**

**WED**

**SMART CASUAL**  
YEAR 12 & YEAR 13



**NO RIPS OR HOLES**



**MODEST AND APPROPRIATE**

**SMART CASUAL**  
YEAR 12 & YEAR 13

**THU**



**NO RIPS OR HOLES**



**MODEST AND APPROPRIATE**

**FRI**

**SMART CASUAL**  
YEAR 12 & YEAR 13



**NO RIPS OR HOLES**



**MODEST AND APPROPRIATE**

**CASUAL**

YEAR 12 & YEAR 13

**SAT  
SUN**



**NO RIPS OR HOLES**



**MODEST AND APPROPRIATE**

**SMART CASUAL:**

Smart casual means a shirt, jacket, chinos or skirt. Jeans and T-shirts, dirty clothes, rips or holes are not acceptable for smart casual attire.

The suit (blazer and trousers) and chinos (black, blue, beige) are not provided by the school and must be purchased before arrival. The school tie and the school badge (for the blazer) are available from the school uniform store.



# Equipment and Stationery

- Rucksack for exercise books and textbooks
- Students need to bring their laptop (MacBook) and charger to school every day
- A full pencil case - blue and black biro pens, pencils, rubber, sharpener, ruler, glue, scissors, highlighters.
- Scientific Calculator (Year 7-11)
- Graphic Calculator (Year 12-13)
- Optional: colouring pencils/pens

## Sports kit

Please make sure your child has their sports kit on the days they have Physical Health Education. They need both indoor and outdoor trainers, shorts or La Garenne sports jogging bottoms, La Garenne T-shirt, La Garenne hooded sweatshirt.

- Year 7-9 Students are given a locker in Beausite where they can keep books and sports kit.
- Students in Year 10-13 have an allocated area in Le Roc where they can keep their sports bag.

## Personal Appearance

Excessive makeup, long and dangly earrings, tattoos, etc. are not permitted. Patterns should not be shaved into hair and hair must be kept its natural colour.

## Slippers/Indoor Shoes

Students in Years 7-9 need a pair of indoor shoes for the La Garenne dining room. These can remain in school. Please make sure that the shoes/slippers are labelled and have hard soles.

## Events

There are a number of whole school events that take place during the school year, which foster a strong sense of community. All students are required to attend these events, which include: school challenges; the ski race; sports day and other inter-house competitions; the Christmas party and end-of-term and year celebrations.

There is also a selection of optional events throughout the year that we encourage day students to take part in, these are run by the boarding houses, Beau Site (Year 7-9) and Le Roc (Year 10-13). Parents and students will receive invitations and communication of these dates and events.

Please see the compulsory whole school events list below:



## Term 1

Sunday 12 October - Trail Run Challenge

## Term 2

Sunday 21 February - Winter Challenge

Thursday 12 March - Ski Race

## Term 3

Thursday 18 June - Year 13 Graduation Ceremony

Friday 19 June - Year 11 Graduation & End of Year Prizegiving Ceremony

# Private Lessons

We offer a range of private lessons. Whether a student wishes to overcome their difficulties in a specific subject or to develop their skills in a certain area, one-to-one private lessons provide personalised assistance which takes into account their specific needs and objectives.

We generally recommend no more than two private lessons per week per subject (maximum 4 x 30 minutes a week). Please contact the Secondary Academic Assistant ([pdiver@la-garenne.ch](mailto:pdiver@la-garenne.ch)) to organise private lessons.

# After School Clubs

We run a variety of clubs and extracurricular activities throughout the academic year. Students sign up at the start of each term. Clubs are held on Monday, Tuesday, Wednesday and Thursdays. The timings vary depending on the activity, all take place between 16:30 -18:30.

# Attendance and Medical Appointments

Attendance at all school sessions is required by law. The only exceptions to this are in cases of illness or where the Head of Secondary has granted special leave of absence. Request for Absence and other useful information could be found here:

 [request\\_weekend\\_away\\_school.pdf](#)

Please inform the school if your child is going to be absent from school by phone [+41 24 495 24 53](tel:+41244952453) or email Academic Office [academic-office@la-garenne.ch](mailto:academic-office@la-garenne.ch) by **08:30**.



Please provide a doctor's certificate if the illness is prolonged and/or the school requests a copy. Please also advise the school if your child is going to be late for any reason.

If a student is ill during the school day he/she will be taken to the Health Centre to be cared for by a designated member of staff. A decision will be made as to whether to contact parents/carers to collect their child.

## Health Centre

La Garenne acts 'in loco parentis' for all students in our school. Our Health team is available for students 7 days a week, and is responsible for the following:

- Health and well-being of every student
- Educating our community on health and hygiene
- Helping parents to organise appointments with specialists
- Monitoring and administering treatment and medication
- Communication with parents and staff
- Monitoring each child's growth (height/weight)
- Arranging special dietary requirements

Please note that only prescribed medication registered with our Health Centre may be brought to school, and that students may not self-medicate under any circumstances. All medicines brought to school must be in their original packaging with an English or French translation of the required dosage.

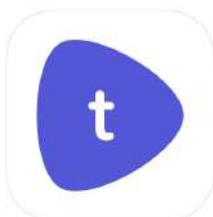
## Communication with Parents

We greatly value our partnership with parents and guardians and we encourage parents to have an open dialogue with the school. Parents may contact the Head of Secondary directly via email at [ahunn@la-garenne.ch](mailto:ahunn@la-garenne.ch).

The school communicates with parents via email so please inform us if there is a change to your email address.

Parent Portal: parents will be able to access their child's reports online via the iSAMS Parent Portal. Parents will receive an email from our IT department at the beginning of the year with further details about using the Parent Portal.

### Toddle



Toddle is a platform that we use to share your child's curriculum, grades, teacher feedback on assessments as well as insights into classroom activities. Parents will receive an email invitation directly from Toddle which will provide instructions on how to download and log in to the system. Toddle can be accessed on any device via the web-based platform or the free app, which is available for iOS and Android devices.



## Reports

Parents of new students receive a short integration report after their first three weeks at the school. This is then followed by more detailed reports in October (grades only), December, March and June (full academic reports).

## Parent Teacher Meetings

Parent teacher meetings take place at the end of each term. Parents can meet their child's teachers either in person or online. Our door is always open as a school and we are happy to organise a meeting with your child's teachers at any point throughout the year.

## Academic Showcase

At the end of terms 1 and 2, students formally present their learning at the Academic Showcase. Parents are encouraged to come and see the work that the students have produced over the term.

## Trips, Visits and Expeditions

Educational trips and expeditions which support the curriculum are compulsory for all students. Details are shared in advance with parents. Each year group has a week-long service trip once a year as well as multiple day educational trips linked to the curriculum.

There is an outdoor expedition for each year group in each term as well as outdoor activities offered at weekends. The expeditions are held over two days, with an overnight stay in tents or in mountain cabins. The outdoor activities take place at weekends and are day activities. The expeditions and weekend activities are an opportunity for students to discover the alpine environment and to challenge themselves. Please refer to our School Calendar for dates.



# Independent study

Each year group is given weekly homework assignments. Students in Years 7-9 have a set homework timetable. All homework tasks are recorded on the school's academic platform - Toddle, where students can find all the instructions, resources and even upload their task directly onto the platform.

Year 7	45 minutes per subject per week
Year 8	1 hour per subject per week
Year 9	1.5 hours per subject per week
Year 10	2 hours per subject per week
Year 11	2 hours per subject per week
Year 12	2-3 hours per subject per week
Year 13	2-3 hours per subject per week