



SUMMER PROGRAMS

TASIS SUMMER PROGRAM
HANDBOOK
SUMMER 2021

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WELCOME TO TSP!

We're delighted that you're joining us and look forward to welcoming you to campus.

SUMMER PROGRAMS PORTAL

You can find the answers to most of your questions in our Summer Programs Portal.

The Portal contains links to various forms necessary for travel and activities. This Handbook includes a wealth of information about academics, activities, travel, and daily life at TSP, and also links to the above forms throughout the text.

COMMUNICATION

Each year our Communications team works hard to share stories about our Summer Programs with our community and beyond.

- Visit tasis.ch/smugmug to view photo galleries and order prints.
- Follow us at tasis.ch/instagram to see some of our best photos and short videos.

Like our page at tasis.ch/facebook to stay up-to-date with everything TASP.

CHANGES TO THE PROGRAM

Please note that the information in this Handbook is subject to change. This extends to available courses, sports, and trips. We will keep you informed of any changes, and appreciate your understanding.

CONTACTING THE SCHOOL

Should you need any more information or have questions, please call +41 91 960 5151 and the receptionist will forward you to the right person. Should Reception be closed, please call the Duty Administrator on +41 79 337 3857.

ACADEMICS

LANGUAGE COURSES

The first morning of the program, language students take oral and written tests to determine their placement in an appropriate language class. All language students must bring a bilingual dictionary (English/native language, French/native language, or Italian/native language). The School provides your child with paper, pencils, pens, textbooks, and other materials for use in the classroom.

SUPPLEMENTARY COURSES

The first morning of the program, students taking Digital Photography, Musical Theater, Architecture & Design, Fine Art Portfolio, IB Prep, Fashion & Textile Design, La Cucina Italiana, or Lean Startup meet with their teachers.

Students in these courses are expected to be at the upper-intermediate level of English prior to enrollment. Should a student in an elective course not meet the language proficiency level required for these courses, he or she will be enrolled in an appropriate-level EAL course.

Please note:

- Students enrolled in **Academic Writing, IB Preparation, or Lean Startup** must bring a laptop with them to class each day.
- Students enrolled in the **Digital Photography** course must bring a DSLR (which shoots in raw format) & battery charger, memory card(s), extra batteries, extra lenses (if available), and a 32GB flash drive or portable hard drive to take digital files home.
- Students in **La Cucina Italiana** should bring two aprons and long pants to wear in the kitchen. They are also required to wear shoes with non-slip soles.
- Students enrolled in **Fine Art Portfolio** should bring digital images of their previous work in order to analyze as part of the course.

SCHEDULE, SPECIAL EVENTS, AND SPORTS

A TYPICAL WEEKDAY AT TSP

08:15 – 09:00	Breakfast
09:15 – 09:30	Morning meeting
09:35 – 14:35	Class and activity periods with a break for lunch
14:45 – 18:00	Afternoon sports
18:25 – 19:00	Dinner
19:30 – 19:45	Evening meeting
19:45 – 22:00	Evening activities and/or free time
22:00	Return to dorms, check-in
23:00	Lights out

SPECIAL EVENINGS

During the program we organize special activities on Independence Day (USA), Bastille Day (France), and Swiss National Day. We also host a student/staff talent show each session, and we offer several cultural performances by professional dancers, singers, mimes, and other local artists.

SPORTS

Sports Tracks

Students participate in different sports each week. Each sport will usually include swimming at the end of the afternoon. Attendance is mandatory.

Options include traditional sports like volleyball, basketball, soccer, spinning, and yoga. Other options are paddleboarding and windsurfing. New this summer is a hiking activity which lets students explore the beautiful hills around campus.

SPECIAL SPORTS

Students may choose these as their afternoon sport at an extra cost.

Tennis

This summer, TASP is offering a special intensive tennis program for athletes who are keen on improving their game. Taught by local professionals, Tennis Academy mixes drills with matches and offers tailored training for each individual player. Each student receives a special Tennis kit. Players are expected to bring their own racquet.

CrossFit

CrossFit is a strength and conditioning program that focuses on intense bursts of varied exercise within a community-focused environment. The workout includes elements from interval training, Olympic weightlifting, plyometrics, powerlifting, gymnastics, calisthenics, and other exercises. The program is scalable for all participants regardless of fitness level or experience. TSP CrossFit is taught by a certified instructor.

TRAVEL

WEEKEND TRIPS

Fridays and Saturdays are the TSP “weekend”.

On **Fridays**, students take long day trips to cultural destinations like Lucerne or Zurich or adventure trips such as caving or canyoning.

Saturdays are shorter day trips to places like the Locarno Lido, Ascona, Bellinzona, or Monte Tamaro, or adventure trips such as rafting.

OPTIONAL TRIPS

We are delighted to be offering a number of overnight trips which allow students to immerse themselves in the cultural and natural riches of beautiful Switzerland. Students may select more than one trip during the session. See the Registration & Payment Form for pricing. Students who withdraw from a trip will not be refunded.

Participating in optional weekend trips means that a student cannot go on the normal full- or half-day excursions planned for those dates.

Andermatt Alpine Hike

Second session, August 6-7

This alpine trip to Andermatt includes rock climbing, glacier walking, and hiking to a mountain hut for an overnight stay. Perfect for students with a spirit of adventure, this is the most physical of our optional trips and a good level of fitness is required. While TASIS staff will chaperone the students, professional Swiss mountain guides will lead the trip. All participants need a water bottle, sunglasses, heavy socks, cold weather clothing, a windbreaker, a jacket, a waterproof nylon backpack, and good hiking shoes (which may be hired if necessary). A more detailed packing list is available for students who are interested in this exciting and uniquely Swiss trip.

Hut Hike

Second session, July 30-31

Hut hikes are the quintessential Swiss experience. They hike through the sweeping beauty of the Alps to a cozy hut with bathrooms and comfortable beds. Alpine huts are known for their delicious food typical to the region. This trip will also include an adventure activity, depending on conditions. The trip will be cancelled or altered if weather dictates.

Zermatt

Second session, July 30-31

Students spend one night in the heart of this quaint winter ski town at the foot of the Matterhorn. Students take a gondola to a high peak with outstanding views of the Matterhorn. There the students explore the glacier from 15 meters below the ice, and have some fun in the snow. Students participate in a ropes course and hike to Zermatt's highest dairy farm. Students are required to bring athletic clothing, warm layers, and hiking shoes.

TSP COMMUNITY EXPECTATIONS

TSP expects all students to behave according to high standards of morality and good citizenship. We expect common courtesy, good sense, mature judgment, and honorable behavior. Below are general expectations for our community, with the goal of creating a healthy, safe environment where everyone can thrive.

[Standard of Conduct form](#)

Integrity: Students are expected to act with honesty and treat people, property, and places with respect and kindness. This extends to class work, athletics, and free time.

Respect: Students are expected to be courteous and polite to each other, as well as to their teachers, counselors, and those they encounter when off-campus.

Appearance: Students are expected to wear neat, tidy, clean, and appropriate clothing. See the [Packing List](#) for specific rules about clothing.

Alcohol, Smoking, Pornography: Students may not possess or consume alcohol, cigarettes, vapes, or pornography.

Mixed Company: Various spaces on campus are designated solely for boys or girls.

Drugs: Prescription drugs must be registered with the health center. Substance abuse, including prescription or illegal drugs, is not tolerated in our community.

Montagnola Community Expectations: Swiss and local regulations require 'tranquility' after 22:00, and all students must remain in their dorms after evening check-in.

Fire Safety: Students must not abuse or tamper with the fire-safety equipment. Leave any matches, lighters, fireworks, or flammable materials at home.

Music: During free time students may listen to music with headphones.

Cell Phones: TASP is an immersive experience, and we encourage students to keep their phones in their pockets. Phones are not allowed in class, during performances or events, or at mealtimes. During the academic day, students must leave their phones in their rooms.

Digital Citizenship and Responsible Technology Use: We encourage and expect our students to use the internet responsibly; this extends to consideration of what students post and how it might affect those in our community.

Gaming: TESIS uses [PEGI standards](#) to determine what online and video games are appropriate for students and expect students to adhere to these as well.

TESIS reserves the right to dismiss at any time a student who has proven to be an unsatisfactory member of our community. If a student's conduct on or off-campus does not adhere to the academic and behavioral standards that govern all TESIS programs, parents may be required to withdraw the student and assume full financial responsibility for withdrawal.

SAFETY & SECURITY

The following list helps ensure our campus remains a safe and secure environment.

- Remember to be aware of where you are when walking around—this may sound silly, but if you're staring at a beautiful view you might not realize you are crossing
- Be aware of how you are dressed; pickpockets work everywhere.
- When students attend sports and outdoor activities they must stay with the group and follow instructions.
- We understand that teenagers are young adults, and do our best to allow for age-appropriate independence within the structure of the program.

STUDENT PROTECTION

Student protection is an important concern in schools throughout the world, and TESIS takes this matter very seriously. The School strives to maintain a safe environment for all students and takes appropriate actions to ensure that students are protected.

The School embraces a comprehensive, proactive approach to student protection that includes but is not limited to the following:

- adopting rules and procedures for student protection
- screening and criminal background checks for all school staff
- educating and training staff, students, and parents

- conducting self-audits of student protection procedures

For more information on the School's policy, please contact TESIS Headmaster Christopher Nikoloff.

CODE OF CONDUCT AND GRIEVANCE PROCEDURE

TESIS seeks to provide a fair, constructive process to address the inevitable concerns/complaints and grievances that arise in organizations.

A common structure to addressing various forms of conflict within an institution follows:

1. **Communication**, the most important step in the process
2. **Discovery**, where we understand the situation to the best of our ability
3. **Findings** and **Resolution** provide guidance for personal and institutional growth

The above process can happen at the **informal** or **formal** levels, depending upon the needs of the situation.

- At the **informal** level, which we encourage, we typically see direct communication between the parties involved.
- At the **formal** level, typically an administrator is involved and the matter tends to be of greater materiality.

For further information, please contact the TESIS Headmaster, Christopher Nikoloff.

DAY STUDENT INFORMATION

OPENING DAY

2nd session: Sunday, July 25

We welcome our day families to join us on campus between 11:00 and 16:00 on Opening Day for registration. Parents can confirm class enrollment, collect their child's program t-shirts, receive a badge allowing campus access, and meet the staff who will be working with the students during the program.

Parents are welcome to leave their child's passport/ID cards with the office for the duration of the program.

Note that the first day of TSP for day students is Monday, July 26 (2nd session).

DAILY PROGRAM

Day students arrive and depart from campus on their own.

Day students are always welcome to attend evening activities, such as cultural events and dances, Sunday through Friday.

Day students are welcome on our weekend excursions, but must inform the [Trips Coordinator](#) of their choice by Sunday evening. If students remain on campus for their Sunday evening advisor meeting, they can select a trip at that time.

Day students are not permitted in the dormitories at any time, and must leave campus by 21:50.

WEEKEND EXCURSIONS

Day students are welcome on our weekend day trips with parental permission. Transportation and lunch are provided by the School. Parents should provide enough spending money for snacks and any shopping.

Friday trips are all-day trips that leave between 07:30 and 08:30. Students usually return to campus between 20:30 and 21:30

Saturday trips usually leave either late morning or early afternoon and return before 18:00.

HEALTH CARE & ILLNESS

Please refer to our Campus Safety Plan for information specific to Covid-19.

No student will be able to participate in the program until a medical/health form is completed and proof of insurance is provided. Day students not resident in Switzerland may apply to the TASIS Health Insurance scheme for an additional fee of CHF 120. This insurance will cover the student for the duration of the program, has no deductibles, and does not include eye or dental care. Swiss residents should bring a copy of their health insurance card and give it to the Nurse at registration.

BOARDING STUDENT INFORMATION

[Packing List in \(PDF Format\)](#)

LINENS & LAUNDRY

Laundry is collected twice a week.

- Students should place their dirty laundry in the bags provided.
- Students are unable to do their own laundry.
- Towels should be put in the special towel bins.
- Note that it is unlawful to hang items outside windows.

The School provides all bed linens and towels.

ROOMMATE REQUESTS

Students are roomed with others in their own age group and housed in separate boys' and girls' dormitories, with a maximum of four students per bedroom. Part of the TASIS experience is to meet new people and learn about different cultures. It is our policy not to allow siblings or friends who speak the same mother tongue to room together, thus allowing for new friendships to develop and thrive.

DAILY PROGRAM

All boarding students are required to participate in all daily activities and respect the daily program.

Attendance at all classes, sports, activities, and meetings is mandatory. Students may be excused only by the Director or by the nurse (for health reasons).

DAMAGES

Parents of students who break or damage any school property will be notified and billed for the costs of repairs or restitution.

DORMITORY RULES

Students are expected to keep their dorm rooms tidy at all times. Room inspection is done every morning.

Phones may NOT be used after lights-out in the dormitory.

STUDENT MAIL

All mail should be addressed as follows:

Student's name

TASIS Summer Program (TSP)

The American School in Switzerland

6926 Montagnola

Switzerland

HEALTH CARE

The TASIS campus houses a centrally-located health center. Each program has an in-house qualified nurse to provide health care for students and to arrange appointments with local doctors, in case this is needed.

Boarding students not resident in Switzerland will be covered by TASIS Health Insurance for the entire duration of the program (from midnight the first day of the program to midnight the final day). Dental and eye care are not included in this insurance. If your child needs to see a dentist or an eye doctor during the summer program, this will have to be paid immediately after the visit. Please consider this when setting an amount to

deposit in your child's account. Swiss residents must bring their health insurance card and give it to the nurse.

RELIGIOUS SERVICES

Students are welcome to attend religious services while at TASIS. Sunday Mass takes place at the local Catholic Church in Italian at 10:00. Students may also attend an Anglican service in English at a church in town. There is also a synagogue and a mosque in Lugano.