



PRACTICAL INFORMATION

PRE-SCHOOL



COLLÈGE DU LÉMAN
International School · Geneva

WELCOME TO CDL

Dear Parents,

We would like to extend a warm welcome to you and your children for the academic year 2026-2027.

We hope that this document will be useful in providing important information and dates regarding the beginning of the school year.

Please do not hesitate to contact us if need be.

We wish you and your children a wonderful school year.

Gabrielle Schneebeli-Aubert
Pre-school Principal

David Binnie
Administrative Assistant

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STAFF DIRECTORY

2-year-old classes

Julio Escudero
Vanessa Kähr

PS0

julio.escudero@cdl.ch
vanessa.kaehr@cdl.ch

PS0B/1
PS0B/2

3-year-old classes

Amélie Mugnier-Lachaux
Jessica Larpin
Dania Caverzasio
Patricia Savioz

PS1

amelie.mugnier@cdl.ch
jessica.larpin@cdl.ch
danica.caverzasio@cdl.ch
patricia.savioz@cdl.ch

PS1F/1
PS1B/2
PS1B/3
PS1/4

4-year-old classes

Amélie Mugnier-Lachaux
Nida Fatima
Erica Waechter
Camille Blanc
Tracey Jarvis

PS2

amelie.mugnier@cdl.ch
nida.fatima@cdl.ch
erica.waechter@cdl.ch
camille.blanc@cdl.ch
tracey.jarvis@cdl.ch

PS2F/1
PS2B/2
PS2B/3
PS2B/3
PS2/4

5-year-old classes

Carine Aipounière
Eileen Charmant
Alice Chatelain
Carine Aipounière
Isabelle Rossillion
Nora Kruk

PS3

carine.aipouniere@cdl.ch
eileen.charmant@cdl.ch
alice.chatelain@cdl.ch
carine.aipouniere@cdl.ch
isabelle.rossillion@cdl.ch
nora.kruk@cdl.ch

PS3F/1
PS3B/2
PS3B/3
PS3B/4
PS3/5
PS3/6

Assistants

Elodie Gillet, Soolmaz Hatherell, Bitiel Kahsay, Saïda Koubessy, Nathalie Leclerc, Eva Loos, Keynis Mina, Sofia Papazaiti-Antonoglou, Céu Ribeiro, , Viktoria Smith, Ilanit Zrihen

Music Teacher

Jessie Hosti

jessie.hosti@cdl.ch

Computer Science Teacher

PS3: Jacob Rosch

jacob.rosch@cdl.ch

Learning Support

Aleksandra Mitevaska
Ambra Fernandes Costa

aleksandra.mitevaska@cdl.ch
ambra.fernandescosta@cdl.ch

Bilingual Counselor

Tabitha Graham

tabitha.graham@cdl.ch

SCHOOL CONTACTS

Pre-school Office

David Binnie, d.binnie@cdl.ch +41 (0)22 775 55 36
Administrative Assistant
8:00 am - 12:15 pm

Outside of these hours, please inform the teacher directly by email and copy in the Principal in case of an emergency.

Pre-school Principal

Gabrielle Schneebeli-Aubert gabrielle.schneebeli@cdl.ch +41 (0)22 775 55 96
+41 (0)79 810 92 84

To announce the absence of a student, please contact by email (copying in the teacher) or by phone the Pre-school secretary with the child's first name, last name, teacher's name and reason for the absence.

Please also inform the Bus and Extracurricular departments of student's absences.

Entrance doors are closed during the school day. If necessary, you can call reception.

Other contacts

Extracurricular office	extracurricular@cdl.ch	+41 (0)22 775 55 74
Lunch service	lunch@cdl.ch	+41 (0)22 775 56 60
Bus service	bus.cdl@alsa.com	+41 (0)22 775 55 83
Admissions office	admissions@cdl.ch	+41 (0)22 775 56 56
Accounting	accounting@cdl.ch	+41 (0)22 775 55 55
Reception	reception@cdl.ch	+41 (0)22 775 55 55
Health Centre	healthcentre@cdl.ch	+41 (0)22 775 56 11
Bookstore (uniforms, sport kits)		+41 (0)22 775 55 55

Please specify the child's last name, first name and class (or teacher's name) for all CDL communication.

USEFUL LINKS

www.cdl.ch

School calendar, forms, extracurricular activities, Parent Faculty Association (PFA), etc. All the information you need during the school year can be found on our website on the page dedicated to parents: [Parent Essentials](#)

iSAMS

You can access online information regarding your child's school life with your login details. Please let us know if you have not received your login details.

CDL News App for parents

Make sure you download our "CDL News" parents app to stay informed. The app also provides access to the **school menus**. It is available in your preferred Appstore.

PHOTO CONSENT

At the time when you enrolled your child, you may or may not have given us permission to use photos of your child in our communications. You will have the opportunity to confirm your choice when you meet your child's teacher, and to change it at any time during the year.

CLASS INFORMATION

You will be informed of the class configuration and of the teacher's name **during the orientation day** (by appointment only) which will take place on Wednesday, 19th August 2026, 8:00 am – 12 pm and 1:00 pm to 4:00 pm. A sign-up link for a 15-minute slot will be emailed on Friday, 12th August.

There will be **information meetings** in your child's classroom in which the teacher will present the programmes, objectives and projects for the year.

- PS0 Thursday 3rd September 2026, at 5:00 pm
- PS1 Monday 7th September 2026, at 5:00 pm
- PS2 Tuesday 8th September 2026, at 5:00 pm
- PS3 Monday 14th September 2026, at 5:00 pm

PARENT-TEACHER MEETINGS

- Friday 6th November 2026
- Tuesday 9th March 2027

There will be no classes on this day, but a childcare service will be provided. The parent-teacher meetings are planned to discuss your child's progress and offer you ideas on how to help him/her succeed. They will be held online, by appointment.

ARRIVALS & DEPARTURES

Please drop your children off in their class in the mornings and make sure they are under their teacher's supervision. Parents must sign the attendance sheet at the classroom entrance.

You may pick up your child directly from the classroom at 3:10 pm (12:15 pm on Wednesdays) or enrol them in childcare or extracurricular activities. In that case, the extracurricular team will collect the children directly from the classroom.

For security reasons, please inform the teacher if someone other than the people mentioned in the Info sheet are picking up your child.

DAILY SCHEDULE

Arrival

8:15 am - 8:45 am for PS0, PS1, and PS2

8:15 am - 8:30 am for PS3

We offer an early drop-off service from 7:45 am. Please note that places are limited. You will receive further details and a link to register during the week before the start of the school year.

Departure

3:10 pm (12:15 pm on Wednesdays)

Lunch

The lunchtime is different according to the class level (3 different sittings).

Children can have a hot lunch or bring a picnic or cold meal (which can be heated). Please note that meals brought from home are kept at room temperature until they are consumed.

Organisational changes

It is important to copy the class teacher into ALL messages with regards to changes to your child's routine (bus, childcare, extracurricular activities, etc.).

WEDNESDAY AFTERNOON

There are no classes on Wednesday afternoons, but extracurricular activities and childcare are organised until 6:45 pm.

For children who are not enrolled in extracurricular activities or the childcare service, the leaving time on Wednesdays is at 12:15 pm (after lunch).

Children taking part in activities can be looked after before and after the activities until 6:45 pm or taken back to the bus at 4:00 pm.

EXTRACURRICULAR ACTIVITIES

CDL offers a wide range of extracurricular activities: gymnastics, judo, horse riding, sports discovery, swimming, arts and crafts, cooking, drawing and painting, dance, tennis, etc. Children are taken directly from their classroom to the activity venue.

Find all the relevant information on our back-to-school web page cdl.ch/backtoschool, or on our CDL News app for mobile devices ("Information" section) or contact extracurricular@cdl.ch for more assistance.

AFTER-SCHOOL CHILDCARE

A childcare service, for which there is an additional charge, is available daily from 3:15 pm to 6:45 pm (12:20 pm to 6:45 pm)

Contact: extracurricular@cdl.ch

BUS SERVICE

We have a bus service available to pick up your children at home in the morning and take them back after school.

Children arriving by CDL buses are accompanied by our assistants to the classrooms and vice-versa for the 4:00 pm departure. Please send a note or email confirmation for any change in routine, no later than the morning of.

Please contact the transport department at bus.cdl@alsa.com or 022 775 55 83 if you have not received a confirmation before the start of school.

Please note that our school bus service will NOT be operational on the morning of the first day of school (Monday 24th August 2026).

However, in the afternoon, the bus will wait for the students enrolled in the service like any regular day of the year (bus departs at 4:00 pm sharp).

SCHOOL OUTINGS

School outings or shows with pedagogical aims will be organised during the school year. A 110 CHF 'day trip package' will be billed to the parents at the beginning of the year.

LUNCH AND SNACK

CDL provides a hot lunch supervised by a dietitian (Scolarest). It provides a healthy balanced menu, changed on a weekly basis. This contains a salad and/or vegetable with a protein, carbohydrate and dessert/fruit. A vegetarian meal is also proposed every day.

All children eat lunch in our dining-room during one of our three sittings. If your child is not having school lunch, they will need to bring a picnic to be eaten either cold or warmed up. Please note that meals brought from home are kept at room temperature until they are consumed.

Parents are asked to provide fruit or vegetables for the morning snack.

Contact: lunch@cdl.ch

CELEBRATIONS

Birthdays

These are events that children like to share with their friends. If you wish, you may bring home-made or store-bought cakes for your child to share with their class. **Please ensure that, for allergy reasons, the treats do not contain traces of nuts of any kind.**

Party invitations should not be handed out at school unless the entire class is invited.

Celebrations

Parties are organised for:

- Halloween
- Escalade (a special historical celebration in Geneva)
- Easter egg hunt
- Family day (please note that we are not celebrating Mother or Father Day)
- End of Year show

PARKING

Parents can temporarily park their car (15 minutes maximum) behind the Secondary School buildings (Picasso) when they drop off or pick up their children, making sure to turn off their engine.

LOST PROPERTY

At the entrance of the Pollux building, there is a box containing lost/left property. Please help us to look after your child's belongings by having all his/her possessions clearly marked! Thank you.

PARENT FACULTY ASSOCIATION

The Parent Faculty Association (PFA) is a non-profit organisation, run by parent volunteers, which works with the school to provide additional fun activities for the children and to support the teachers. The general meeting is once a month and everyone is invited to attend.

Contact: Samantha Greenwood, sup.s.greenwood@cdl.ch

HEALTH

Please ensure the teacher and the nurses know about any allergies or medical conditions that your child may have.

- If necessary, medicines should be delivered in their original container, clearly labelled with the child's name and the doctor's prescription.
- In case of fever, contagious illness or vomiting, we kindly ask you to inform us and **keep your child at home until he/she is fully recovered. (24 hours minimum without symptoms)** to avoid spreading contagious germs.
- Every child sent to the school goes out for recess and cannot be kept inside, except for exceptional circumstances.
- If your child is not feeling well (fever, stomach ache, sore throat...) or if we suspect that he/she is sick, you will be contacted and asked to collect your child.

Contact Health Centre:

healthcentre@cdl.ch

Tel: +41 (0) 22 775 56 11

SUSTAINABILITY

CDL has implemented a policy on respect for the environment and sustainable development. It is up to all of us to set a good example in this area by respecting the sorting of waste in the correct bins which are located around the campus.

NO-PHONE POLICY

CDL has introduced a no-phone policy. We kindly ask for your support in setting a positive example for all our students by refraining from using your phone while on campus.

SUPPLIES

Please supply your child with the following:

- A school bag.
- A pair of slippers or indoor shoes which support the foot and ankle.
- A full change of clothes in a drawstring bag (provided by CDL) to be left at school.
- A box of tissues

These supplies must be clearly labelled with your child's name.

School supplies

Certain supplies are provided by the school. They will be given to your child on arrival in class. Their cost is included in the school fees.

SCHOOL UNIFORM

Unless it is raining or extremely cold, children go outside every day during recess. A raincoat and a sun hat should be in school as necessary.

Inside the buildings, children must wear the Pre-school uniform (see below). Girls should wear solid-coloured tights or leggings. When children have sport, they are expected to wear the CDL sport uniform as well as appropriate sports shoes.

You can purchase the school uniform and sports kit on our e-shop (items to be picked up in August) or in our campus shop. You will find all the information about our e-shop and our bookstore opening hours on our dedicated web page: cdl.ch/backtoschool.

For boys

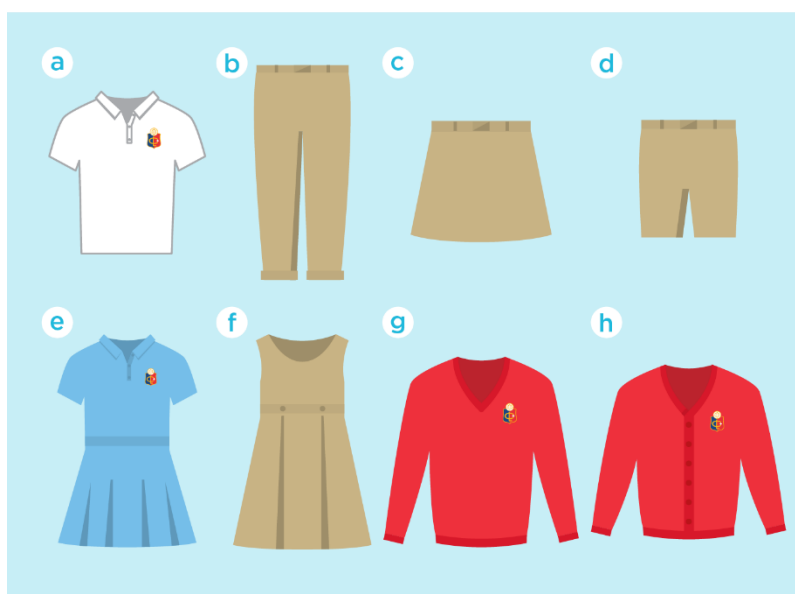
White polo shirt with CDL logo (a)
Khaki trousers (b)
Khaki shorts (d)

For girls

White polo shirt with CDL logo (a)
Khaki pinafore dress (f)
Khaki skirt (c) or khaki shorts (d)
Khaki trousers (b)
Light blue dress with CDL logo (e)

For boys and girls

Red V-neck sweater with CDL logo (g)
Red cardigan with CDL logo (h)
Red fleece jacket with CDL logo



CAMPUS MAP

