CISV Switzerland

Building global friendship

OBLIGATIONS OF FAMILIES OR ADULTS
HOW TO PARTICIPATE
TO A CISV PROGRAM

OBLIGATION OF FAMILIES

Each family of participants in a Village (Delegate or JC), Youth Meeting, Step Up or Seminar Camp undertakes to

- Collaborate in the development of the CISV Switzerland organization (e.g.: hosting a young person who comes to participate in a program in Switzerland, helping in the kitchen during mini-camps, helping with the recruitment of Leaders and Staff, helping within the Committee by being responsible for a one-time or recurring task, etc.). Indeed, by sending your child to camp, you are committing to be an actor in our CISV community.
- Complete the registration form for the corresponding program within the prescribed deadlines.
- Pay the amount corresponding to the programme into the account of CISV Switzerland within the deadlines set out in the annex.
- Empower your child to participate in CISV activities before leaving for camp. This includes a commitment to prioritizing the activities of the CISV.

Your involvement as a family will also count in the selection of participants for a delegation or program.

A certain priority is given to active members (parents and children) in the selection of camp participants:

- participation in the committee, help with mini-camps, help during summer camps... For Parents
- Participation in meeting days throughout the year for children.

If the number of places is insufficient in relation to the number of candidates for a program, **then the level of involvement makes it possible to decide between the candidates with priority given to the most involved. This level of involvement applies to both old and new members.**

During the deliberation and arbitration by the committee, and in the event of difficulty in deciding between the candidates, a draw is made.

Those who would not have been favoured by fate for a programme will then be placed on a waiting list for other potential future activities. Although this waiting list is not renewed from one year to the next, the committee may select candidates (depending on their involvement in the CISV) for a future program.

- **Participate, and/or have your child participate, in the CISV meetings, which will take place throughout Switzerland, sometimes far from your home:**
  - **Mini Fall Camp,**
  - **Kids Day or Q&A,**
  - **Delegation meetings (3 or 4)**
  - **Precamp & family day,**

- **Mini Spring Camp,**
- **Welcome back and family day.**

The dates were announced in September. The Spring Minicamp, delegation meetings before the camp, and welcome back day after the camp are mandatory.

- **Comply with medical and mandatory vaccination rules**

The family must fill in the health form sincerely.

In addition, the CISV International also requires the vaccination of participants/leaders/staff/JCs against the **Diphtheria, Polio, Tetanus, Pertussis, Mumps and Rubella vaccinations**.

- Respect the CISV rules in the event of cancellation
  - If the selected person does not participate in the program once the delegation/participant has been confirmed to CISV International, regardless of the reason given, CISV Switzerland will not fully refund the money paid:
    - CISV Switzerland will retain the amount it owes to pay the amount committed to CISV International for the fees incurred.
    - The share of the leader's transport ticket, as well as the expenses already incurred for him (participation in preparatory meetings, national costume, etc.) cannot be reimbursed either.

      The only exception is if the resigning family finds a replacement participant to participate in the program, and the latter confirms his participation. In this case, it is the replacement and his/her family who will reimburse the resigning family for the expenses mentioned concerning the leader.

    Under certain conditions (e.g. medical reasons), the CISV insurance may cover certain costs. Some airlines or railways also reimburse certain costs, but these steps remain the responsibility of the family.
  - In the rare event that the program is cancelled by the organizing Chapter, CISV Switzerland will make a request to CISV International for a new destination (if it is not already too late), but without any guarantee of a positive response. In this case, the amount paid will be refunded to the participants if applicable.
  - In the event that a family, for any reason, prevents the departure or return of a delegation or participant in time, causing additional expenses, these will be entirely (participants and leader) borne by the family causing the problem.

- Respect the CISV rules regarding camp preparation:
  - Each family must carry out the tasks assigned to them to meet the needs of the program, whether it is booking plane tickets, buying gifts for the staff or others. Each delegation then divides the costs of the purchases made equitably.
  - The cost of the program does not include the cost of transportation, families (or participants +16 years old) must purchase their plane/train tickets according to the pre-camp instructions. The subscription of cancellation/repatriation insurance is the responsibility of each family. They are strongly recommended by the CISV Switzerland.

- Respect the CISV rules regarding the sharing of the leader's expenses in the event of travel as a delegation:
  - families will reserve the leader's ticket and share the price of the leader's ticket equally.
  - The expenses of the Leader related to travel to the delegation meetings will also be borne equally by the families.
  - The same will apply to expenses related to the preparation of the camp (national costume, various purchases, etc.) The leader may only incur expenses in agreement with the parents of the delegation.
  - Each delegation will facilitate the payment of out-of-bundle calls that the Leader would have to make in order to maintain facilitated communication abroad.

- Provide all requested information from your child in a timely manner, whether related to physical or mental health, or any characteristic that the organization should be aware of.

Each family will register on the myCISV website and fill in all the official documents required for the participant's departure within the prescribed deadlines and at least 1 month before departure.

- Parents or guardians declare that they are aware that direct communication with their children is not allowed for the entire duration of the program (except in cases of emergency), but CISV Switzerland undertakes to keep them informed through the Leader. In addition, they can write emails to the e-mail address or letters to the postal address of the camp provided for this purpose and communicated in the precamps, which will be sent to them via the Staff by the Leader.

- The CISV reserves the right to cancel a participant's participation in a program if the basic principles of the CISV are not followed, if preparation activities have not been followed, or if relevant information about the participant has been concealed or omitted. In this case, the participant, or his or her family, will remain liable for the costs incurred by the CISV or the other participants.

PARTICIPANT'S OBLIGATION

Each participant, child (10-15 years old inclusive) adult (+16 years old), undertakes to:

- Be 100% involved in the activities of the corresponding program delegation.
- Depending on age, participate in the activities of the Junior Branch (+15 years old) and get involved in its development.
- The "adult" participant (+16 years old) is responsible for taking his/her air/train tickets, and for paying the cost of the program not including the cost of the ticket.
- The adult participant (JC, SC, leader, Staff) undertakes to follow the appropriate training provided by CISV Switzerland and CISV International before the start of the camp. In the event that his departure is not possible due to failure to comply with this rule, the participant will be liable for the costs incurred by the CISV or the other participants.
- The CISV reserves the right to cancel a participant's participation in a program if the basic principles of the CISV are not followed, if preparation activities have not been followed, or if relevant information about the participant has been concealed or omitted. In this case, the participant, or his or her family, will remain liable for the costs incurred by the CISV or the other participants.
- Do not go to camp with valuables, money in addition to the amount set by the Staff in the Pre-Camp or during a discussion between parents, mobile phones, tablets, etc. In the event of loss, breakage or theft, the CISV will not take up any responsibility for any coverage, reimbursement or replacement of the device.
- Have civil liability insurance via their parents in the event of bodily injury or material damage to another participant and/or to the equipment provided by the CISV Switzerland, or undertake to pay the costs incurred by any damage.
- Participation in the spring mini-camp, for children participating in a program, is mandatory. Mini-camp dates and costs will be communicated in due course during the year.

EVERYONE'S OBLIGATIONS: ABIDE BY THE RULES OF CISV INTERNATIONAL

Appropriate behaviour is expected of all CISV members in all national and international activities.

Positive behaviours support the values of the CISV:

Friendship - We find a common bond and are kind to each other.

Inclusion - We are open, accepting and respectful of others.

Cooperation - We work together and support each other to achieve our common goal.

Enthusiasm - We bring energy and passion to everything we do.

Engagement - We show up, participate and learn with a positive attitude.

Appropriate behaviour is defined as benevolent behaviour that respects local laws, good morals, and the habits existing in other countries (meals, living environment, etc.). It requires a good ability to adapt and to

show politeness and gratitude towards the hosts, families, staff, local committee... who welcome delegations, as it should be when you are welcomed at a friend's house.

Norms of appropriate behaviour can be subjective and vary considerably depending on the cultural uses of the host place.

In addition to these basic rules of behaviour, there are two categories of behaviour that are not accepted at the CISV: prohibited behaviour and inappropriate behaviour.

Violations will therefore be subject to appropriate sanctions. An Incident Report Form (IRF) **must** be submitted if these rules are violated.

Prohibited Conduct (R07 cisv.org):

- Any type of child abuse (as defined in the Child Protection Policy - cisv.org)
- Unlawful acts
- Violence
- Sexual relations involving children
- Sexual relations involving participants or JCs in any CISV program
- Possession or use of psychoactive drugs by adults (excluding nicotine replacement therapy) without a medical prescription
- Possession or use of psychoactive drugs by children (including nicotine replacement therapy) without a medical prescription
- Possession or use of tobacco products by participants, as well as by YCs, in all CISV programs
- Non-intervention in the event of a legal obligation
- Possession or use of weapons
- La discrimination
- Any form of bullying or hazing
- Harassment
- Encouraging others to hate an individual or group
- Physical violence, emotional abuse and corporal punishment
- Excessive consumption and abuse of alcohol (except in cases where all consumption is prohibited)
- Alcohol consumption by the Seminar Camp staff during the program
- Possession and consumption of alcohol in the camps when there is a majority of minors in the camp.
- Excessive consumption of alcohol outside the campsite.
- Alcohol consumption by all participants, as well as by YGs, leaders and staff in all programs. Exception: Programs where all participants are 19 years of age or older.
- Planning or participating in activities that are not in line with the mission and values of the CISV.

Inappropriate behaviour

- Breach of privacy, except when there is suspicion of illegal activity, violation of CISV rules, or when the person's behaviour poses a threat to health or safety
- Failure to comply with the rules in host families or reception sites
- Unnecessary nudity
- Any sexual activity between adults where there is a risk of exposure
- Sexual relations between minors
- Open manifestations of intimacy
- Rudeness
- Failure to respect the country's cultural customs
- The tendency to unintentionally hurt others
- Exclusionary behaviours
- Knowingly making false accusations
- Lack of adequate communication about health issues

Sanctions: These types of behaviour, or a reasonable suspicion of such behaviour, can have the most serious consequences, up to and including exclusion from a program or activity, expulsion home, or temporary or permanent exclusion from the CISV.

The parents of the participants will be notified and, if requested by the CISV Switzerland or the host country, will have to arrange to pick up their child at their own expense; No amount committed to the program will be reimbursed.

Appendix 1:

ANNUAL MEMBERSHIP FEES – CISV SWITZERLAND
MEMBERSHIP FEES
THE ANNUAL FEE
2024-2025

Active and passive members / All members (active and passive)/ Aktive und passive Mitglieder

The annual membership fee is due regardless of participation in an activity.
The annual fee is due by all members, even if they do not participate in an activity.
The annual fee is due regardless of participation in an activity.

Rates from 1 September 2025 - 31 August 2026
Fees from September 1st 2025 - August 31th 2026
Rates from 1 September 2025 - 31 August 2026

95 CHF Family with 1 child from 10 to 18 years old
155 CHF Family with 2 children from 10 to 18 years old
195 CHF Family with 3 children and over 10 to 18 years old included
CHF 50 Member from 19 to 25 years old
100 CHF Member 26 years and over

95 CHF Family with 1 child aged 10 to 18 included
155 CHF Family with 2 children aged 10 to 18 included
195 CHF Family with 3 or more children aged 10 à 18 included
55 CHF Member aged 19 à 25 included
100 CHF Member aged 26 or more

95 CHF Family with 1 child from 10 to 18 years old
155 CHF Family with 2 children aged 10 to 18
195 CHF Family with 3 or more children aged 10 to 18 incl.
50 CHF Member from 19 to 25 years incl.
100 CHF Member aged 26 and over

Committee (comite@cisv.ch)
CISV Switzerland (http://www.cisv.org)
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BIC: POFICHBEXXX
Bank: PostFinance

PARTICIPATION IN AN INTERNATIONAL CISV ACTIVITY
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	Activité CISV/camp CISV/CISV Activity + sweat-/ t-shirt	Transport/transport/Transport	Argent de poche/ Pocket money/ Taschengeld	Miscellaneous Supplies/ Miscellaneous expenses
Village	1'280 CHF	At the expense of the parents +1/4 of the leader's ticket (if 4 children) At parents' expense + ¼ of ticket for leader (if 4 kids) At the expense of the parents +1/4 of the Leader's ticket (in case of 4 children)	150 USD	Approx/approx. 120 CHF
Village JC	930 CHF	Parents are responsible for At parents' expense At the expense of the parents	Libre/Free/ frei	
Step up	CHF 1,280	At the expense of the parents +1/4 of the leader's ticket (if 4 children) At parents' expense + ¼ of ticket for leader (if 4 kids) At the expense of the parents +1/4 of the Leader's ticket (in case of 4 children)	150 USD	Libre/Free/ frei
Seminar	1'280 CHF	Parents are responsible for At parents' expense At the expense of the parents	Libre/Free/ frei	Libre/Free/ frei
Youth Meeting delegation	870 CHF	At the expense of the parents +1/4 of the leader's ticket (if 4 children) At parents' expense + 1/4 of ticket for leader (if 4 kids) At the expense of the parents +1/4 of the Leader's ticket (in case of 4 children)	Libre/Free/ frei	Libre/Free/ frei

To be printed, signed and sent by email to the program manager, copy to secretary@cisv.ch before January 10, 2027

Participant's surname/first name: _____

I, _____, parent or legal guardian / Participating adult,

I, _____, other parent or legal guardian (if applicable)

Confirms that I have received, carefully read and understood the obligations relating to our/my participation in a CISV program, and that I am committed to complying with them.

In addition, the parents, legal guardians of the participant, authorise the reproduction and use of the image of the participant fixed in the context of photographs for the provision of the promotion and the communication of CISV Switzerland. This permission includes the possibility for CISV Switzerland to make any changes, adaptations or deletions to the original image that it deems appropriate. In particular, the CISV may use, publish, reproduce, adapt or modify it, alone or in combination with other materials.

Date

Signature