

## Internal regulations

### 1- Reception conditions

• Balex'Air is accessible to children from their 2nd year to their 9th year.

The days and hours of operation are as follows:

. Monday, Tuesday, Wednesday : 09:30 to 19:00

. Thursday, Friday: 09:30 to 19:30

- Saturday: : 09:00 to 18:00

In case of high attendance, employees of the Halte-Jeux reserve the right to limit momentarily access for reasons of welcome and security.

Compliance with the instructions and appropriate behavior in the Halte-Jeux are necessary to preserve a framework of clean and secure life.

In case of non-respect of these points, the employees will take the appropriate measures to preserve the well-being of children.

Parents are asked not to bring their child if they are ill (fever, flu, gastroenteritis ...).

Any information necessary for the care of the child must be reported at the registration.

The employees do not are not entitled to administer any medical treatment.

Any child can be admitted to the Halte-Jeux.

However, its design does not allow the reception of children requiring specific support needs. Nevertheless, each request can be studied.

### 2 - Organization and surveillance

The price is CHF 6.- for the first hour then CHF 1.50.- per ¼ hour. Any time slot started is due fully.

The maximum duration of a child's presence is 3 consecutive hours (Monday, Tuesday, Thursday, Friday) and 2 consecutive hours (Wednesday, Saturday). In the locker room, the child is under the supervision and responsibility of the parent. The cloakroom is unsupervised.

The direction declines any responsibility in case of theft, deterioration or loss of the deposited object.

For safety reasons, strollers should not be stored in the cloakroom or outside hallway which is an escape route.

### 3 - Conditions of child's admission

By his signature on the registration form, the parent declares to have read the rules and to accept the conditions. The rules are available in 4 languages: French, German, Italian and English.

The parent agrees to stay inside the mall and must be reachable and available at all times.

The registration ticket will be given to each parent and will be requested with an official ID for the removal of the child.

If another adult picks up the child, the parent will indicate the contact information for that person. Registration tickets and an official ID will also be removed.

When a registration ticket is lost, for the withdrawal of the child, a procedure is carried out with a framework and if necessary the presence of a Securitas. Foods and chewing gum, sweets, drinks and personal effects, except for a soft toy, are not permitted in Halte-Jeux. Water is available at the discretion of the children.

### 4. Behaviour - Attitude - Respect

**Anyone who comes to the drop-in daycare center should have a respectful attitude towards the staff and the equipment (premises, furniture).**

**In case of damage or non respect of the rules, the management of the mall reserves the right to deny access to the drop-in daycare center for up to 3 consecutive months**

### 5 - Responsibilities and urgency

Any child accessing the Halte-Jeux must be insured against accidents (family liability as well as one accident insurance related to health insurance).

Parents' liability is incurred in the event of material and / or bodily harm to other persons, property and / or employees of Halte-Jeux.

In case of emergency, if the parent is unreachable, the staff of the Halte-Jeux will take all measures necessary for the care of the child.

### 6 - Data Protection

It is forbidden to take pictures or to film the children in the walls of the Halte-Jeux.

The Halte-Jeux complies with the legislation in force regarding the processing of personal data.

These data are treated confidentially and are not passed on to third parties.

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