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HANDBOOK 2023-2024



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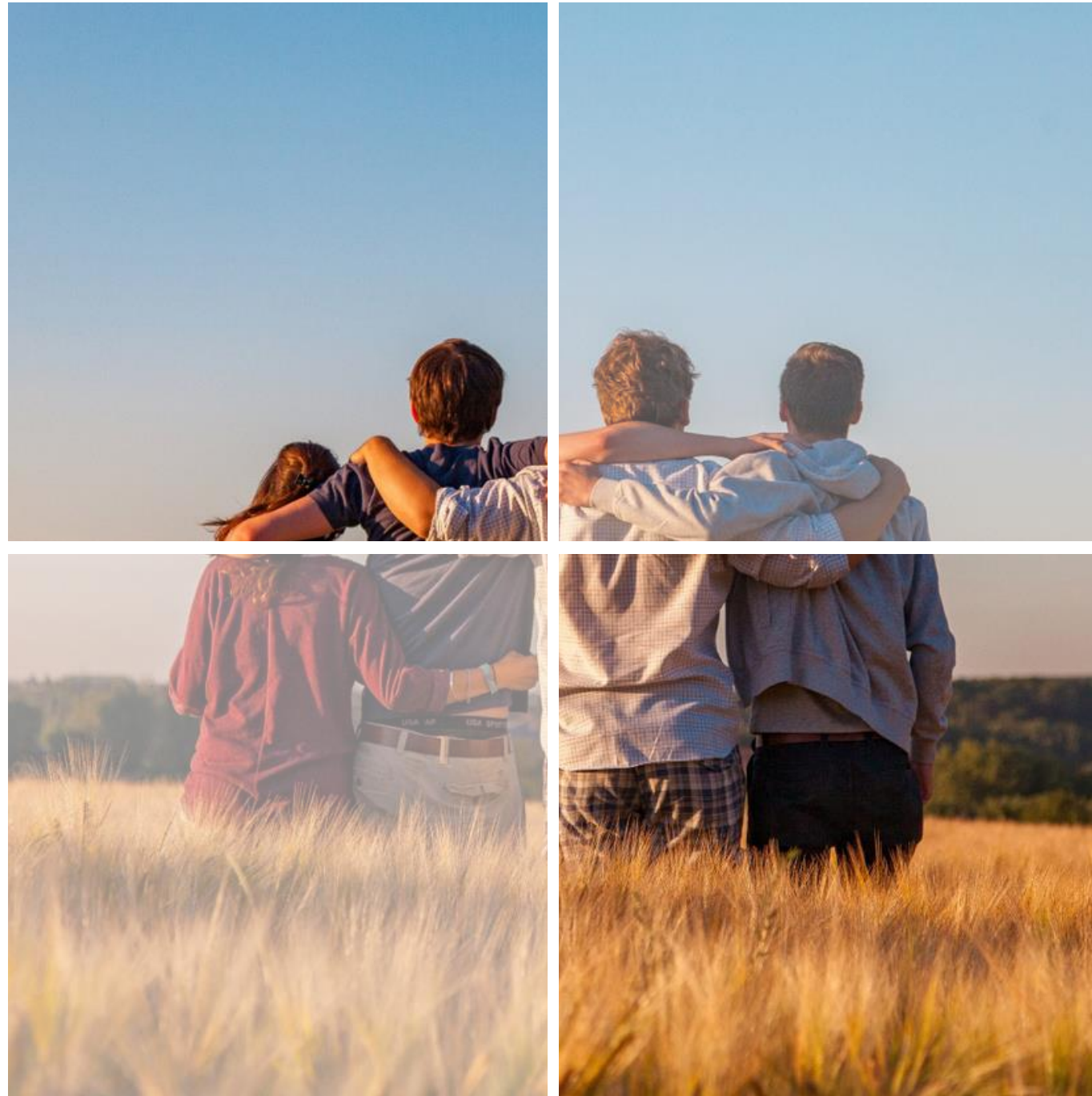


Location



Hoch alpinen Institute Ftan (HIF) is home to Ignite: Switzerland, an EiM international boarding school located above the village of Ftan (altitude: 1648 metres) in a beautiful alpine setting in south-eastern Switzerland. The region borders on Italy and Austria. The local community comprises the village of Ftan (population n500), the nearby town of Scuol (population 2,500) and other villages in the region of the Lower Engadin. HIF is attended by students from the local region of the Lower Engadin and by boarding students from Switzerland and around the world.

HIF shares proximity to the Swiss National Park, Switzerland's only national park. Students are encouraged to become stewards of the beautiful surroundings they find themselves in. It is hoped that it will inspire them to explore its wildlife, mountains, forest, pastures, and rivers. The Ignite: Switzerland Programme will be able to take full advantage of HIF's first-rate facilities and stunning surroundings.



VISION:

Creating the leaders of tomorrow with the skills and motivation to make a positive difference.

MISSION:

To ignite student passions through unique experiences that develop creativity through exploration, resilience through challenge and foster environmental, individual and social responsibility.

OBJECTIVES:

- Challenging curriculum set in the context of Switzerland
- Building confidence through physical activity and challenge
- Fostering individual and environmental responsibility
- Igniting leadership potential
- Developing flexibility in adapting to change
- Refining reflective skills

PILLARS

PERSONAL GROWTH

WELLBEING

SUSTAINABILITY

OUTCOMES

INDEPENDENCE

RESPONSIBILITY

RESILIENCE

LITERACIES

BELONGING

- We have a strong sense of self, our peers and others
- We know that everything is connected
- Through our connection to the world we understand our responsibilities
- We explore different ways of belonging in communities

CHALLENGE

- We understand in order to build resilience we need challenges
- We aim to make good choices – more of them, more often

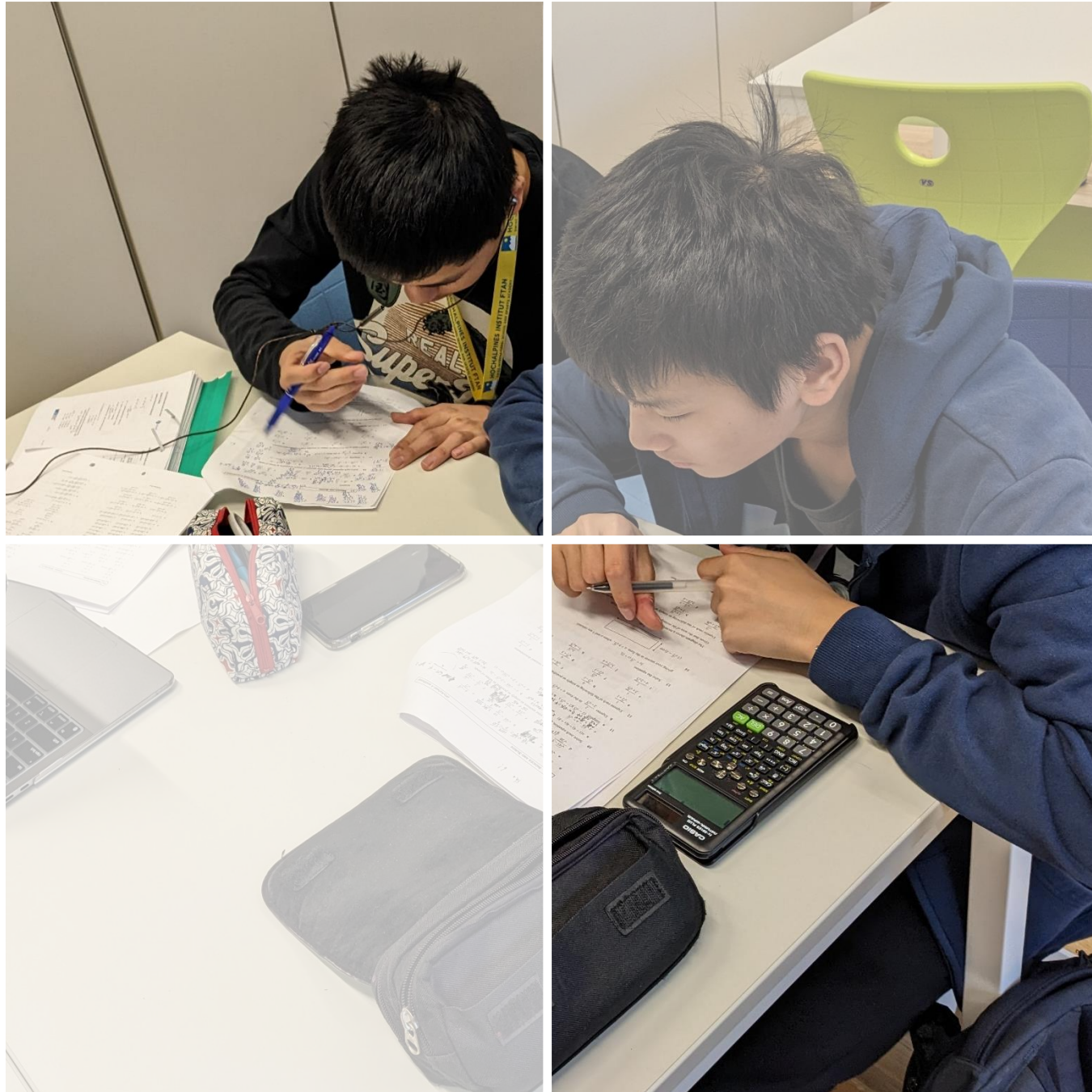
DISCOVERY

- We ask questions about ourselves and the world around us
- We seek to try new things
- We embrace uncertainty and accept failures as a part of the process
- We explore our independence

COMMUNICATION

- We learn to understand and communicate our feelings and emotions
- We understand the importance and skills of two-way communication
- We find new ways to be proactive in our communication in a confined context

Our Philosophy



LEARNING IS EFFECTIVE WHEN IT HAS A CLEAR PURPOSE:

- Students take responsibility and ownership of their own learning
- Students use what they already know to construct new understandings.



LEARNING IS EFFECTIVE WHEN IT IS PERSONALISED:

- Students are appropriately challenged from their own starting points
- Students can engage in meaningful and deliberate practice during lesson time.
- Students respond to quality feedback with concrete strategies for improvement.



LEARNING IS EFFECTIVE WHEN IT IS ADAPTED AND APPLIED:

- Students make connections between knowledge, concepts and skills
- Students transfer knowledge and skills to a variety of contexts.



LEARNING IS EFFECTIVE WHEN IT IS RELATIONAL:

- Student engage in effective collaboration and build positive, safe relationships
- Students are able to recognise mistakes as collective learning opportunities.

Our Learning Principles



Academic Programme

For five days a week students are involved in classes, with a timetable much like any other school. The academic Programme is a full and challenging one with the core curriculum looking very familiar. The Electives, however, are designed to encourage students to explore, extend and reflect on their learning, which culminates in the Passion Project exhibition. We will take full advantage of our outstanding alpine environment to enrich their academic learning and to raise environmental awareness.

CORE CURRICULUM

All students will study English, Mathematics, Science and a language. The skills/content of each of these will be taken from the ICES Programme. The focus will be on continuing to develop the skills required to be effective, independent learners as well as critical and reflective thinkers with enquiring minds.

All students will continue with their language pathways and will need to opt for one of the following: Mandarin (All pathways), German, French or Spanish.

ELECTIVES CURRICULUM

Taking inspiration from our immediate environment, the elective curriculum provides the perfect platform to embark on an exciting educational journey. This is a golden opportunity for students to develop their passions, or try something new, as they select a personalised pathway through the electives.

Students choose two electives to study in depth for twelve hours a week during their twelve weeks in Switzerland. Their learning will culminate in a Passion Project, which they will share with their fellow students and teachers at HIF and with their parents and classmates when they return to their respective Colleges.



The students choose two of the following electives:



**Elective 1:
Nature Quest**

Exploring our relationship with the natural world is a key component of this course. Students will act as detectives as they seek to find out more about the local environment, animals, and people. Visits to local farms, villages, forests, eco-businesses, and hotels will help the students learn more about the Engadin Valley and the animals and people who live there. With an in-depth study of eco-tourism or the National Park, students will learn the importance of branding and marketing and discover the industry's opportunities and challenges. Students will meet with leaders in the field of sustainable tourism and social entrepreneurship.



**Elective 2:
Understanding the Natural World**

The natural world inspires us all. It underpins our economy, our society, indeed our very existence. Our forests, rivers, oceans and soils provide us with the food we eat, the air we breathe, and the water we irrigate our crops with. As nature is free, we often take it for granted. Students will learn to appreciate the value of the natural world through a combination of academic study and practical experience. Students will receive an introduction to the biodiversity of the region and the importance of conserving it. They will explore how animals interact with their alpine environment and how animal behaviour is shaped by external factors and stimuli. Students will learn how this is linked to the unique conservation model of the Swiss National Park and they will also learn how technology is being used to enhance conservation effectiveness. Eco-tourism will also be explored. There will be numerous field trips to local farms, glaciers, and lakes.



**Elective 3:
Travels in Geology(
Term 1 & 3 only)**

Geology is the branch of science that deals with the Earth, its materials, and its processes; it answers questions about how the Earth came to have its present shape and form. On this course students will learn about the basic tectonic story behind the forces that have shaped the Lower Engadin Valley, where HIF is situated. The complicated geology of the Alps is on full display along the valley's well-marked trails. This will be a very practical course with equal time being spent in the classroom and hiking along the Engadin Valley. Students will learn about the distinctive characteristics of upland, lowland and glaciated landscapes in the Valley and the impact the climate and humans are having on it. Students will choose how they record what they are learning through the written word, sound recordings, drawings.



**Elective 4:
Art & the Environment**

Art generates individual and collective emotions that strengthens our connection to our natural world. As the Lower Engadin Valley is also known as the Valley of Light, it provides the perfect immersive backdrop for students to embrace nature and study the impact light has on the trees and mountains around them. The plethora of alpine flora and fauna within the immediate vicinity of the school will enable students to do quick, sketches or in-depth studies; the choice will be theirs. Students will also examine the relationship of people to natural and built environments by studying the landscape outside their window, parks and historic buildings further afield. They will have the opportunity to work with local artists and learn techniques around colour, perspective and composition. Field trips to the Swiss National Park, Biosfera Val Mustair, and Tarasp Castle in Scuol will be an important element of the course.



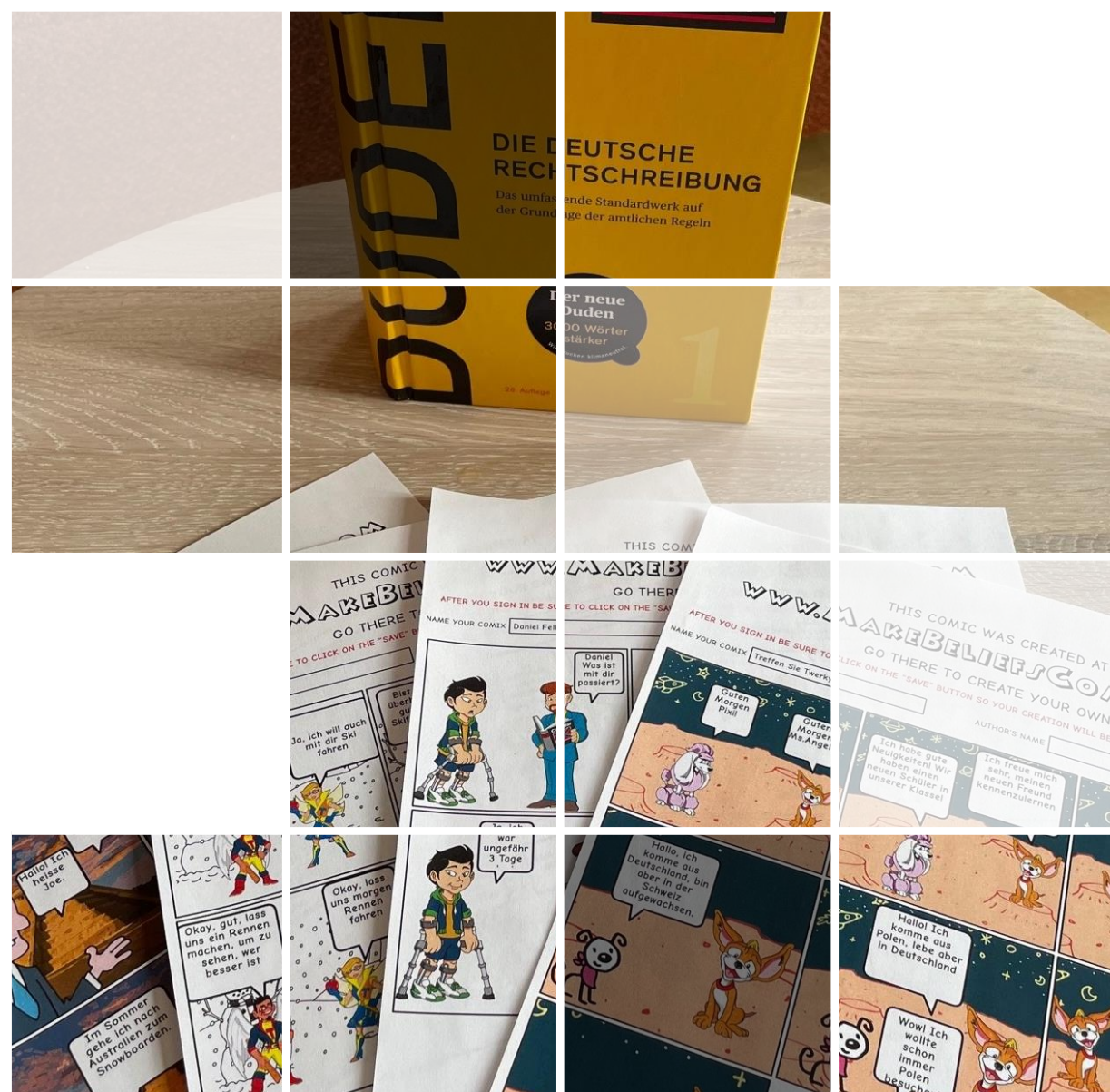
**Elective 5:
Filmmaking**

What better way to make a difference than to create a film that educates your audience? Students will learn scriptwriting for a documentary as well as the process that precedes the creation of the documentary. They will learn how to choose the theme and the people they interview for the film to strike the right emotional chords of their intended audience. The course also covers the cinematic aspects of documentary making, along with the sound design needed to give appealing background music. The students will receive masterclasses from experts in the field of documentary filmmaking and learn tips from the best.



**Elective 6:
Digital Photography**

Photography has the power to inspire and lead change for the better. Students will be guided through different styles and techniques of photography, which will include: landscape, street, wildlife and ariel photography. Drones, smartphones and SLR cameras will be used with Lightroom and Adobe Photoshop as the software components. Exposure to different types of photography will enable students to see what style interests them and they will be encouraged to experiment in order to discover their own personal style. Visits to the Swiss National Park, the rivers, forest, villages and Tarasp Castle in Scuol will complement the course.



PASSION PROJECT

The Passion Project provides an excellent opportunity for students to produce a truly personal and often creative product/outcome that demonstrates a consolidation of their learning during their time at Ignite: Switzerland. The personal nature of the project is important; the project should revolve around a challenge that motivates and interests the individual student. The Passion Projects are student-centred and age-appropriate, and they enable students to engage in practical explorations through a cycle of inquiry, action and reflection. Each student develops a personal project independently.

The Passion Project emphasizes experiential learning. Through the project, students experience the responsibility of completing a significant piece of work over an extended period of time, as well as the need to reflect on their learning and the outcomes of their work—key skills that prepare students for success in further study, the workplace and the community.

This is an assessed piece of work, and it will be reported on in the Ignite: Switzerland Report.

ACADEMIC SUPPORT

Prior to arrival, the Head of the Ignite Programme will liaise with the College each student is coming from to ensure all academic and pastoral information is gathered.

The Ignite: Switzerland Programme provides a great deal of challenge for students, but they will be well supported by their subject teachers. The subject teachers will provide a range of differentiated learning experiences to cater to all students as well as assessment tasks that allow students to challenge themselves. Staff are always willing to work with any student to provide enrichment that challenges the student. There is no individual academic support provided.

ASSESSMENT & REPORTING

The core curriculum subjects will be assessed much like they would in their home College. The results of these assessments will be shared with parents via the Ignite: Switzerland report on Kinteract which will be issued at the end of the student's time with us.

The Passion Project will be assessed by each student's mentor and comments will be on the student's report.

The Ignite: Switzerland report will be issued in Switzerland and students will receive it before departing for Asia. These reports will also be sent to the student's Head of Year in Asia.

SAMPLE TIMETABLE

Time	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7:50 – 8:30	Science	Science	Science	Science	Science
8:35 – 9:15	Languages	Science	Languages	Languages	Languages
9:20 – 10:00	English	Philosophy for Children	English	Assembly - Aula	Maths
BREAK					
10:15 – 10:55	English	Wellbeing	Maths	Wellbeing	Maths
11:00 – 11:40	Wellbeing	English	Maths	Yoga	Languages
11:45 – 12:25	LUNCH *	English	LUNCH *	Maths	English
LUNCH					
13:15 – 13:55	Outdoor Learning	Electives: <ul style="list-style-type: none"> • Art and the Environment • Music and the Environment • Passion Project 	Outdoor Learning	Electives: <ul style="list-style-type: none"> • Digital Developments • Understanding the Natural World • Passion Project 	Electives: <ul style="list-style-type: none"> • Film Making • Photography • Food Science • Passion Project
14:00 – 14:40					
14:45 – 15:25					
15:35 – 16:15					
16:20 – 17:00					

CO-CURRICULAR ACTIVITIES

To complement the academic Programme, we offer a range of activities after school and at weekends that are designed to enhance the students' educational experience. Participation is mandatory in the evenings as this is a time for Ignite students to socialize and make new friends.

Some of the activities on offer will be basketball, badminton, indoor climbing, dancing, fitness training, volleyball, football, mahjong and table tennis.

OUR FIVE PILLARS OF WELLBEING ARE:



Emotional Wellbeing

Use positive emotion to reflect with gratitude, enabling us (and others) to flourish in our community.



Cognitive Wellbeing

Believe in the limitless opportunity and endeavour that learning presents.



Social Wellbeing

Connect with people in our community and beyond.



Physical Wellbeing

Be active and engage in activities that support healthy and optimal living.



Spiritual Wellbeing

Be mindful of the present moment and find meaning and purpose in life.

WELLBEING CURRICULUM

Wellbeing integrates five elements of Wellbeing: Emotional, Cognitive, Social, Physical, and Spiritual. Ignite: Switzerland's Wellbeing Curriculum is based around these five pillars and aims to support and enhance the wellbeing of its community. The Programme includes a taught Health and Wellbeing course for all students, supplemented by additional student events and experiences. Each day will begin with a mindfulness session where students will have time to reflect on themselves as people as well as learners. The form tutor will lead these sessions, which weather permitting, will take place outside so an appreciation of nature can take place. Everyone is involved in their own wellbeing as well as that of those around them.

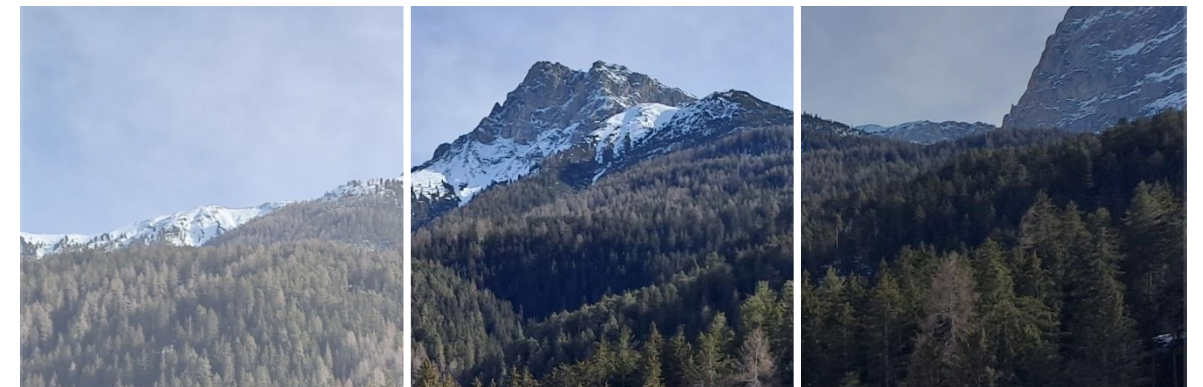
DIVERSITY, EQUALITY, INCLUSION AND JUSTICE

Each member of the Ignite community is of equal value and should benefit from the policies, practices and programmes whatever their age, ability, ethnicity, gender identity, nationality, race, religion/spirituality, sexual orientation or socio-economic status.

Positive, healthy relationships are at the heart of ensuring an equitable and inclusive culture and we work to develop these across our community. Addressing and challenging systems, processes, attitudes and behaviours that contribute to a breakdown in policy ensures a safe and equitable community.

SCHOOL COUNSELLOR

Ignite: Switzerland students will have access to the HIF school counsellor although she is currently part-time. The primary goal of the school counsellor is to support students in their social and emotional wellbeing by providing intervention as well as prevention services. The role of the school counsellor involves helping students identify and express their feelings, encourage growth, increase self-awareness and self-management, identify support networks and form goals now and in the future.





The Outdoor Learning Programme will be the highlight of Ignite: Switzerland. We believe that the outdoors is our classroom without walls.

The alpine environment offers a variety of exciting, challenging and easily accessible sports and activities for all. With the Swiss National Park and the southern alpine peaks on our doorstep, the students can walk from the school out into the most beautiful of surroundings. The students will develop confidence and resilience in the outdoors that will enable them to take leadership roles in other aspects of their lives in the future.

CORE VALUES OF OUR PROGRAMME

<p>Challenge</p>  <p>'Challenge by choice' allows to students to stretch themselves at a pace that promotes engagement.</p>	<p>Collaboration</p>  <p>Establish compassionate, creative and cohesive teams that celebrate both individual and collaborative effort to achieve their goals.</p>	<p>Environmental Literacy</p>  <p>Foster an understanding of environmental literacy and an appreciation for the natural world and our place in it.</p>	<p>Judgement</p>  <p>Develop judgement skills with increasing autonomy to manage risk, set goals and prepare for more challenging adventures.</p>	<p>Independence</p>  <p>Progressively develop the technical and intra-and interpersonal skills required to undertake independent adventures.</p>
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Outdoor Learning Programme

Ignite: Switzerland offers a breadth of opportunities to the students to help provide a powerful learning experience. The unique experiences will undoubtedly stand out in the memories of the students. Every student is expected to participate as the Programme is designed to help them encounter challenge in a supportive environment and grow from that challenge.

SEASONAL SPORT PROGRAMME

The sport Programme has been developed around the seasons as the weather will dictate what we can do safely.

Terms 1 & 3 only: Students may choose which sport they would like to focus on for either a 6 week or 12 week period. This flexibility is built into the Programme due to the changes with the weather during these terms.

ROCK TERM September - December

From when the students arrive in September until late October, they will have the opportunity to be involved in a variety of sports. As soon as the students arrive, they will be involved in outdoor activities from rock climbing, cycling, horse riding, hiking, sailing and golf. From late October through to the end of November, ice skating and snowshoeing will be available. Indoor sports of basketball, volleyball and badminton will also be available.

Often in December skiing is available; this is of course all weather dependent.

SNOW TERM January - March

This is very much the 'snow' term. All the sports available will revolve around snow. The students will be able to choose from: alpine skiing, snowboarding, cross-country skiing, ice hockey, curling, and ice skating.

Those who arrive at Ignite as beginner skiers/snowboarders should feel confident that they will have access to expert instruction and support from our team of dedicated professionals. Students are grouped by ability and ski/ snowboard with other students of a similar ability. Students are always under the supervision of an instructor or Ignite staff member.

In order for students to enjoy the ski slopes and mountains more generally, it is vitally important that students are supervised at all times: Nobody may ski alone. Students are reminded there are serious consequences for failing to observe this Ignite: Switzerland rule.

WATER TERM April - June

By the end of April, the snow is beginning to thaw. As the school is at a high altitude, show shoeing may be an option in the first few weeks. But in early May the following options are available: tennis, cycling, rock climbing, fly fishing, football and golf. By the end of May, lake canoeing, and horse riding are available. Indoor sports of basketball and badminton will also be available. Swimming may also be an option. The highlights of the trip will be a three-day sailing camp on Lake Como.



SEASONAL ACTIVITY PROGRAMME

There will be a wide variety of activities on offer throughout the year allowing students the opportunity to discover many different activities and to acquire a growing range of skills and experiences. Fun packed weekends are in store!

ROCK TERM September - December

The weather changes significantly in this term but this enables students to have a wide variety of experiences. The students will be able to have fun riding a totient - a kind of Swiss kick scooter – on mountain paths and visit a rope adventure park which allows them to walk safely amongst the trees.

We will also visit a traditional cheese dairy in the region; ride the UNESCO World Heritage Rhaetian railway; and take a cable car up a 3,000 metres (10,000 feet) peak where stunning views can be enjoyed. In December, there is a horse sledge trip to S-Charla as well as night sledging planned. Also at the weekends, participation in the hiking Programme is expected.

Please see the hiking section below.

SNOW TERM January - March

These are the snow months so many of the activities are based around ice and snow. Some students may wish to skate along the Engadin ice trail, a three-kilometre-long circuit that takes skaters through the woods of the Lower Engadin. If skating does not appeal, then the 3.5 km long toboggan run from Prue to Ftan may do. There are more than ten sledging trails in the immediate area for our students to enjoy.

Other exciting activities we have planned are igloo building, a horse sledge trip to S-Charla, and wildlife observation. Also at the weekends, full participation in a winter hiking Programme is expected.

Please see the hiking section below.

WATER TERM April - June

In April the snow is starting to melt but depending on the year, some activities around snow may be able to take place. But there are many other exciting activities planned.

The students will be able to have fun riding a totient - a kind of Swiss kick scooter – on mountain paths and visit a rope adventure park which allows them to walk safely amongst the trees.

Students can also sign up for golf or cycle along bike trails in the forest. In S-churl we will visit silver mines and explore the mineral waters of the Engadin. With the Swiss National Park on our doorstep, we will stay overnight in their huts after hiking through the park.

WEEKEND EXPEDITIONS

Expeditions are an integral part of every student's life at Ignite: Switzerland, and a key element in what makes it unique. The benefits of guided time outdoors has been shown to promote equally positive benefits in terms of attainment (Higgins et al. 2013), long-term environmentally sustainable behaviours (Wells and Levies, 2006) and physical, mental and emotional health, well-being and stability (Faber et al. 2006)., Kruger et al. 2010).

Our aim through the expedition Programme is to use the outdoors as a vehicle to both develop and educate students: genuine outdoor education through authentic adventure.

Our objectives are to ignite in all students:

- an adventurous spirit
- flexibility in adapting to change
- refined reflective practice skills
- individual and social responsibility
- effective problem solving and risk management skills
- confidence with self-directed learning

HIKING

The hiking Programme is challenging. The season will determine where the hiking expeditions will take place but we are fortunate that our location provides us with ample opportunities to hike straight from the school grounds.

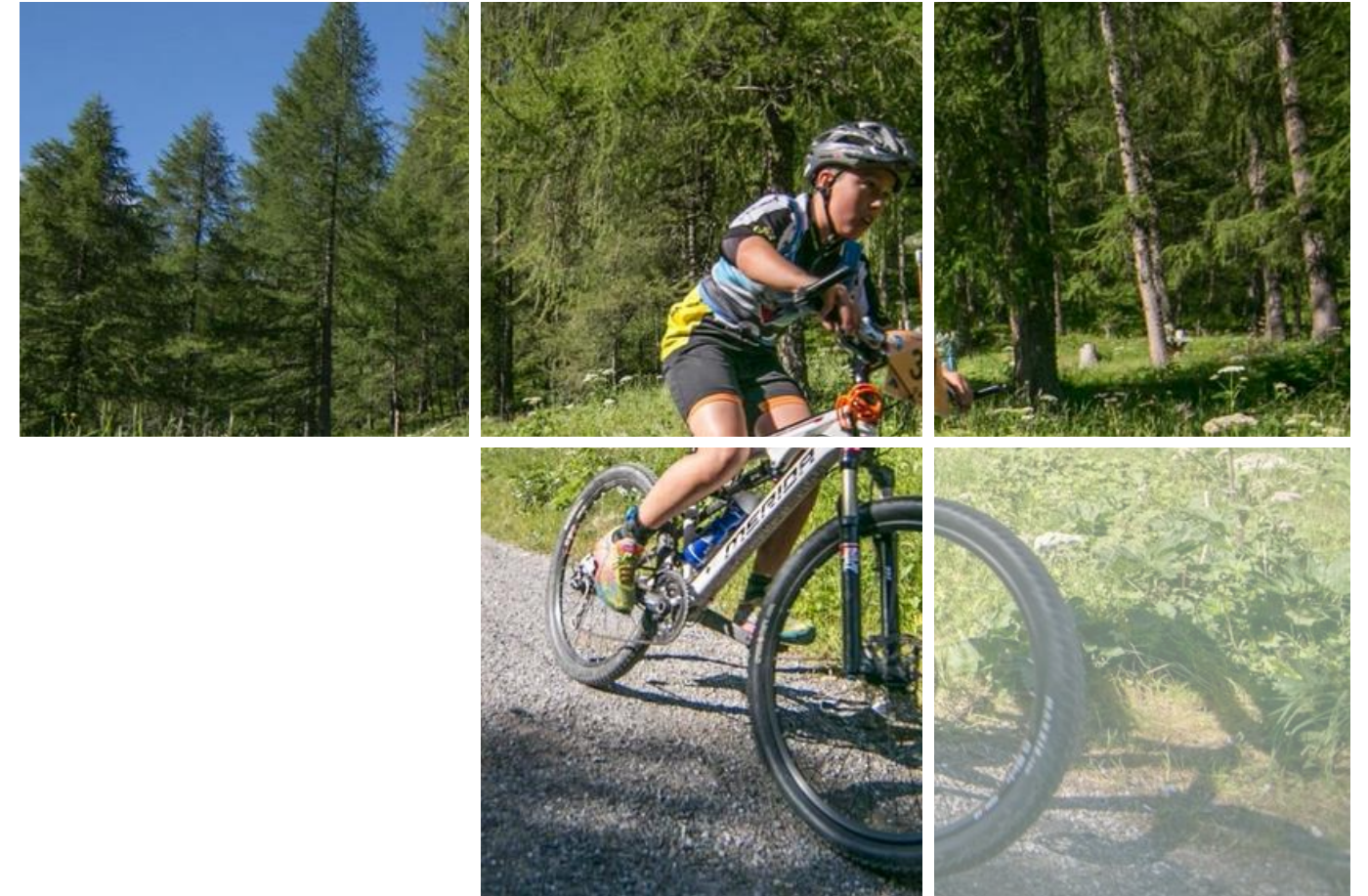
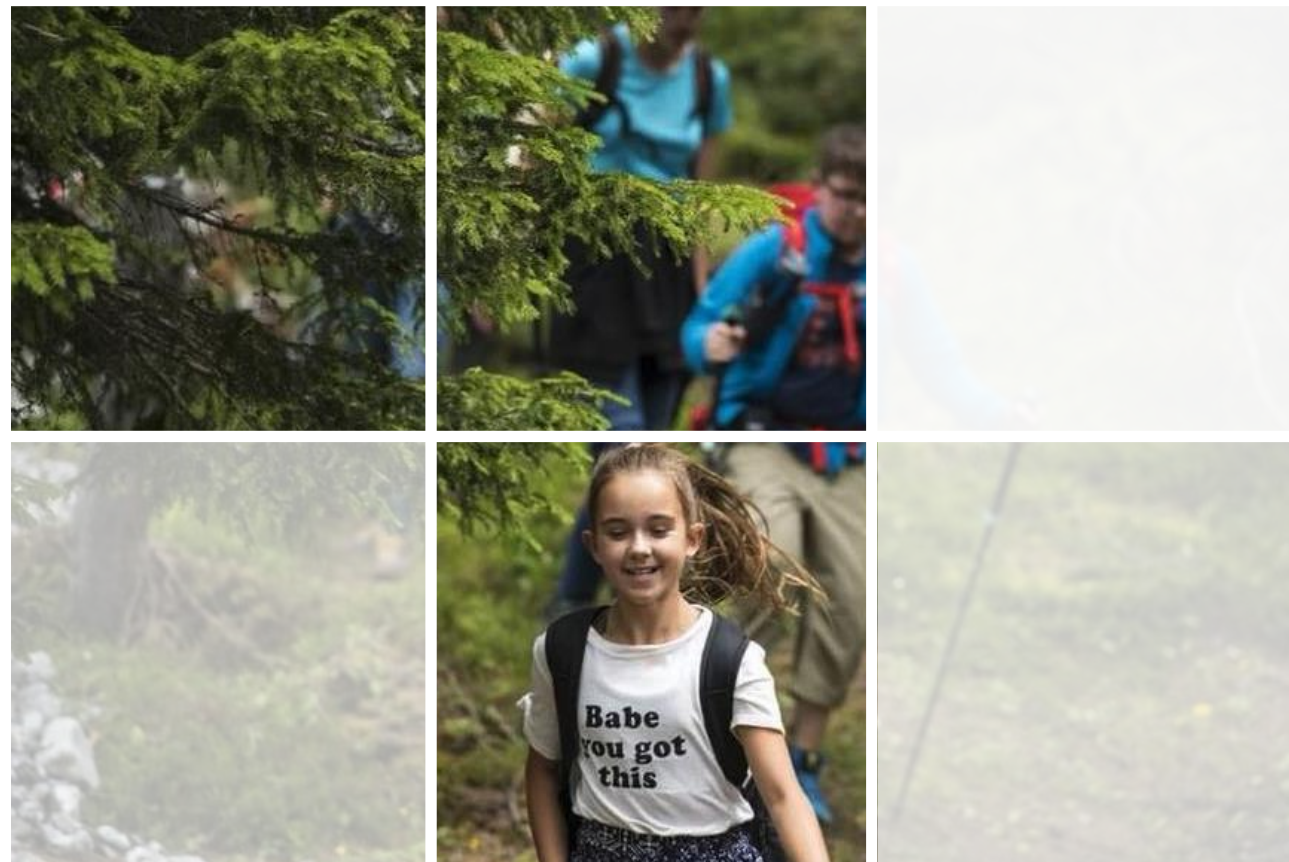
The area also offers a multitude of great hiking trails from easy walks along beautiful lakes to moderate hikes between the rustic villages. Strenuous hikes climb over scenic passes with stunning views of glacier-clad peaks.

We will start with easy half day hikes and as the students grow in stamina so the distance will increase. By the end of their twelve weeks with us, it is anticipated that, depending on the season, they will do a weekend or day hike which will involve camping and cooking on a campfire. Students will carry a full pack containing all the equipment they need to enjoy a comfortable experience in the alpine environment. **In the Snow Term, because of weather conditions, we will do a one-day hike only.**

We will use local mountain guides who know the terrain well and understand the weather conditions. Health & safety will be given the highest priority.

Both the Rock and Water Term expeditions will involve hiking with a combination of water sports, basic rock climbing and/or biking. The students will have a variety of opportunities to extend and challenge themselves.

The Snow Term expeditions will be different. The winter provides a challenging environment but all students are required to participate in a range of winter expeditions both hiking and snowshoeing. With over 160 kilometres of winter hiking trails in the local vicinity and numerous mountain restaurants, the students will have ample opportunity to extend and challenge themselves. Winter weekend expeditions are at a maximum of one day in duration.



SPORT INJURY

If a student cannot take part in a sport or activity due to advice from a medical practitioner, alternative physical activities will be offered to aid recovery from injury. We will also have access to HIF's part-time physiotherapist who specializes in sports injuries.

EXCURSIONS

Our extensive excursion Programme offers a fantastic opportunity for our students to gain a better insight into their local environment. All the electives involve excursions away from HIF and are selected to enhance the learning experience and contribute to a truly holistic education.

A one-week trip in Switzerland, Italy or Germany/Austria is planned towards the end of the Ignite: Switzerland Programme. Students will have an opportunity to visit some of the major sights of these countries and enjoy many of the UNESCO World Heritage sites.

Students and parents should be aware of the following: Misconduct of any kind outside HIF, or via communications media, will be subject to school discipline if the welfare of a student, or the culture or good name of the school, is placed at risk. This could result in a student being sent home.



Information Technology

HIF has state of the art technology, which has recently been upgraded. The effective and appropriate use of IT enables students to become active, independent learners, who collaborate, explore, analyse and solve problems. Technology is seen as a tool to enhance learning and will only be used when it fulfils this goal.

RESPONSIBLE USE OF TECHNOLOGY (RUP)

Each student will have signed an RUP at their College in Asia which will be valid for their time at Ignite: Switzerland. Exemplary digital behaviour is expected at all times.

DIGITAL DEVICES

Students are not encouraged to bring a wide range of digital devices to Ignite: Switzerland although it is accepted that technology is part of our lives. Students are expected, however, to bring their laptop with them so they can use it during lesson time. Over the weekend, students will be encouraged to step away from their devices so they can appreciate the unique environment they are in.

Students are encouraged to leave expensive equipment at home as neither HIF nor Ignite: Switzerland can take responsibility for these items.

MOBILE PHONES

Students are allowed to have their mobile phones with them throughout the day but must show good self-discipline and respect with regard to when it is appropriate to use them. To help ensure sufficient rest and sleep is had, students are required to hand their phones and other devices in at bedtime and will then get them back at breakfast the following morning.

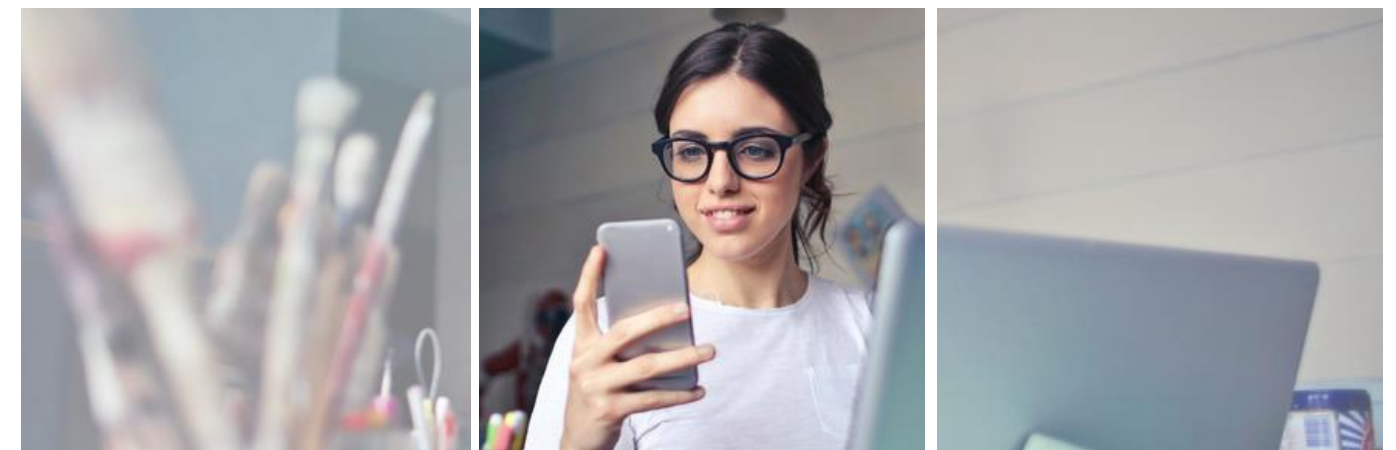
Phones may only be used during leisure time, and during lessons with the teacher's permission if needed for learning. Calls at other times, including during meals, class time, study time, and after bedtime may result in the confiscation of the phone by staff.

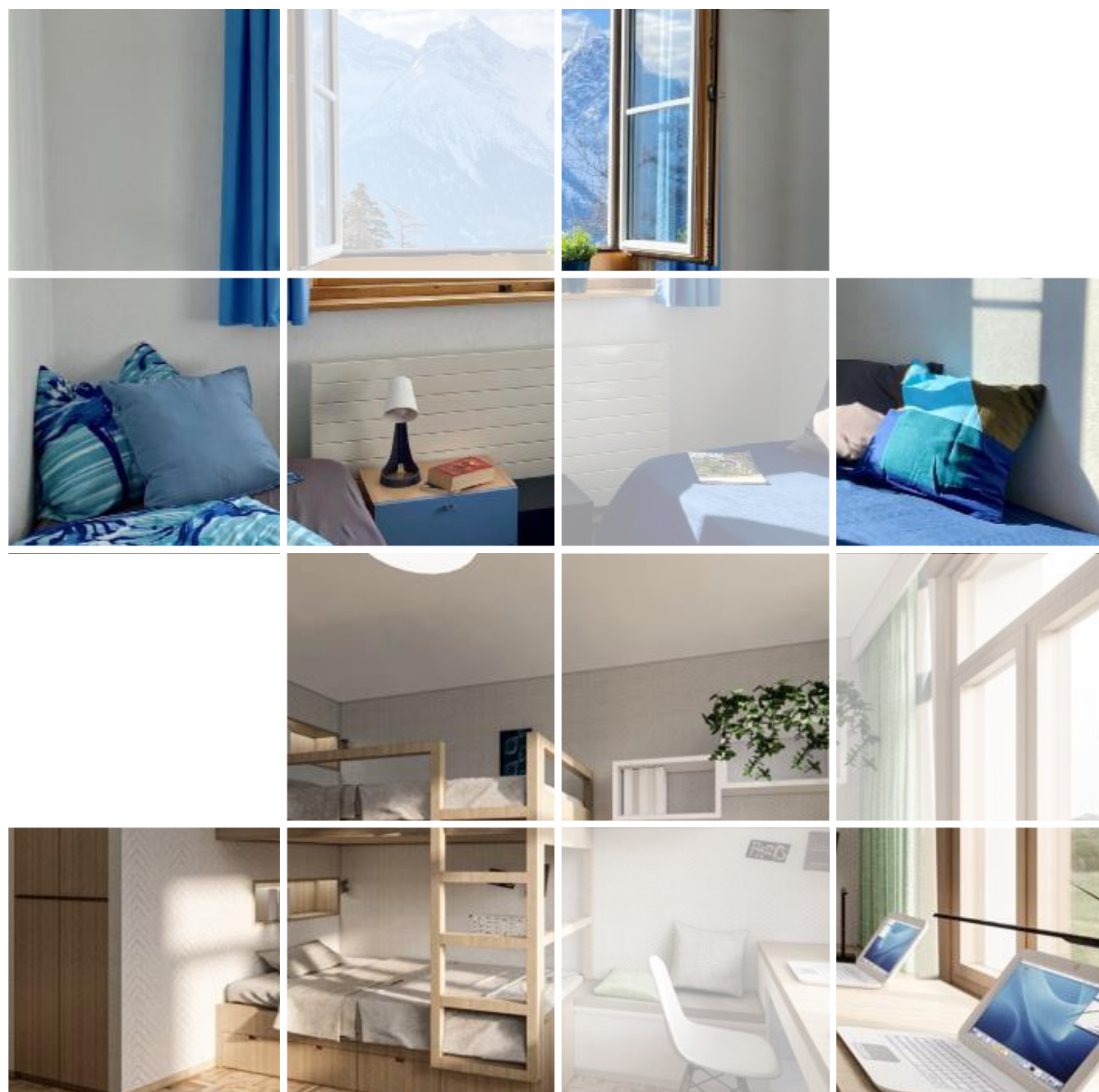
OTHER DEVICES

Students may not bring PlayStation or any other gaming consoles to Ignite: Switzerland. These are strictly forbidden.

An iPad, Kindle and iWatch is permitted but they will also need to be handed in at bedtime.

House parents wake students in the morning so there is no need to be concerned about needing an alarm to wake up.





Boarding

Boarding offers so many opportunities to gain independence, confidence, and make lifelong friendships. Ignite: Switzerland students will live in a boarding house with students who attend HIF. This is a great opportunity for them to make new friends from all around the world.

The aim is for the boarding house to be a home away from home. The House parents are experienced, caring and kind staff who will endeavour to identify and nurture the many strengths of each child, helping them to develop self-responsibility and independence, instilling in them the confidence and maturity needed for life's challenges.

There are two Houses: one for boys and one for girls. When in the boarding houses, there will be no socializing between the Houses. However, there will be socializing opportunities outside the boarding houses in the early evening.

Boys may not go into the Girls boarding house, or vice versa. If this rule is broken, it may result in the student being sent home. A detailed Boarding Handbook will be sent once your child has enrolled in the Ignite: Switzerland Programme.

HOUSE PARENTS

We run friendly, family-orientated Boarding Houses that ensure each and every boarder's needs are met. Excellent House Parents are essential to the success of the boarding houses and ours are extremely well-qualified professionals. Their primary focus is care for each student's day-to-day needs and overseeing their personal and academic development. They are in essence parents to the students in their care and conduct themselves with the utmost care, kindness and patience. House Parents are available 24 hours a day for any need, be it emotional, academic or practical.

THE ROOMS

Students will live in one of the 70 bright, study-bedrooms furnished in a modern attractive style. Once settled, students can make it into their own personal, private space.

Each student has their own bed, wardrobe and desk. The rooms are mostly double rooms, but there are a few triple rooms. Students will be asked their preference and where possible will be given their 1st choice.

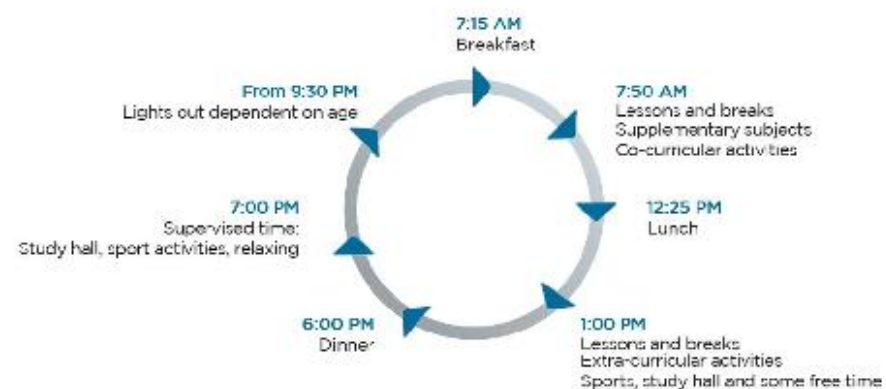
All bedding will be provided but each student will need to bring clothing and outdoor sport and activity items with them. Please see packing list below.

LOUNGE AREAS

Each floor has its own lounge area with sofas for meeting up with friends over a drink, for reading or just spending time relaxing. This area is designed for socializing and making the students feel at home.

DAILY ROUTINES

A school day is a working day but no two days are quite the same. However, there are routines and these give students a sense of security which comes with structure and regularity. After waking up at between 6.30 - 6.45am, a typical day at Ignite: Switzerland might look like this:



SUPERVISED STUDY & LEISURE

Supervised Study time is compulsory for all students and essential for success at school. The study time will be supervised by a teacher.

House parents are vigilant, alert to what is going on around them and they expect high standards of conduct, tolerance and manners. There are House and school rules to be respected. On a day-to-day basis House parents are concerned with the practical realities of life. They educate, they help students and organise sport and leisure activities. House parents make sure students:

- Get a good night's sleep
- Are ready for school punctually each morning
- Tidy their room and dress appropriately for school
- Organize and make good use of their time to complete their homework and Passion Project
- Attend breakfast, lunch, and dinner
- Talk about anything that may worry them or cause anxiety
- Celebrate their joys and successes
- Solve problems in a sensible, constructive way
- Pay attention to the child's personal hygiene

PERSONAL HYGIENE

For many students this will be the first time they are away from home and looking after themselves. It is very important that all boarders understand the importance of showering; of using soap or shower gel, shampoo and deodorant; of changing socks and underwear daily and of using clean towels. Boarders are expected to shower daily. They are also expected to shower after sport and other physical activity if needed.

LAUNDRY

Several washing machines and dryers are available. Laundry detergent can be obtained at any time through the boarding school and students are expected to do their own laundry with the help and support of the boarding staff.

SECURITY

Our primary responsibility is to keep our students safe; as a result, our campus is fitted with a number of CCTV cameras and alarms. Each corridor door is secured using electro-mechanical locks and fitted with card access control, allowing only authorised personnel to enter. In emergency situations, card access doors can be overridden. All external doors are locked in the evening, and they are checked by the boarding staff when they do their final round of checking at night. On each corridor, there is a member of the boarding staff who lives in their own self-contained apartment. They are available during the night if a student isn't feeling well.

BEDTIMES

Students must hand in all their digital devices into the boarding house office 5 minutes before their bedtime at the latest. Anyone who hands in his/her devices too late or forgets to do so will have his/her electronic devices collected for a full day. Calls from parents will still be possible.

CHALLENGES FOR PARENTS

This may be the first time your child has been away from you for a long period of time. This can be more challenging for some parents than they expect. It is particularly difficult when parents hear that their child is experiencing challenges, or they are missing their family. It is a basic premise of the Ignite: Switzerland Programme that facing up to challenges, whether they be social, emotional, physical or academic, is a potential source of great personal growth for our students, and we strive to ensure that ultimately the outcomes of such challenges are positive. It is normal for parents to sometimes find it difficult to deal with their own emotions and feelings about the challenges that their child is

experiencing. We recommend that parents be prepared for this as it is sometimes more challenging than expected.

It is important that parents:

- Discourage their child from constantly contacting them until they have fully settled in.
- Emphasise to their child the need to be fully involved inside and outside the classroom.
- Encourage participation in sport and other activities as this will help them to make friends.
- Encourage their child to speak with a member of staff about their homesickness.

PREVENTING AND MANAGING HOMESICKNESS

When the students arrive at HIF, they will no doubt be experiencing a range of emotions: excitement through to anxiety. All of this is perfectly normal. Many students make the transition with ease whilst some find the change, initially, difficult. It is normal for young people living in new surroundings to feel strange and to want to go home sometimes. Equally, it is not unusual for a student who is coping reasonably well to suffer a setback after contacting home! This is one of the reasons we ask for contact to be kept to once a week; it provides the minimum of disruption to your child's settling-in process.

Homesickness is completely normal, and our House Parents are extremely experienced in dealing with such situations. However, if you are worried, please contact a member of the House team to discuss the best way to manage the situation by email at internat@hif.ch.

Full contact details for boarding staff and the boarding office are in the Boarding Handbook.



PERSONAL BELONGINGS

Students are responsible for their personal belongings, including their clothes, stationery, technology, etc. Students should not borrow each other's belongings and may not sell or exchange their personal belongings.

Most lost property is collected and stored in the designated place inside the House office. If items are genuinely lost, this should be reported to the House parent and reasonable steps will be taken to find them, however, neither the House nor the school can be responsible for any losses incurred on the premises. Parents are therefore advised to arrange for valuable items to be covered by an 'all risk' insurance policy. Bringing expensive personal items to Ignite: Switzerland is strongly discouraged and is at risk to the student.

STAYING IN TOUCH

Independence is a key component of the Ignite: Switzerland experience. The Programme promotes confidence and self-esteem as well as motivation and perseverance. It fosters self-reliance, allowing your child to feel they have control over their life. Every parent would wish this for their child, but it can be hard. We recognise that you will want to hear first-hand what an amazing time your child is having so we strongly encourage you to have a set time to talk with your child once a week via WhatsApp/WeChat/Facetime. But, your child will be very busy so there will need to be some flexibility on your part. Please take into account the time difference. This is best organised at the weekend when your child will have more time in the morning.

In order to help you feel connected, a dedicated website, Kinteract, with photographs and videos of the week's activities will be uploaded for parents to see. We will upload as many photos and videos as possible so you can feel part of the experience too. The website will be updated every Monday morning (Swiss time) with each day's learning and activities.

Kinteract is an important part of the Programme which will enable you to see on a regular basis what activities your child is engaged in and what they are learning.

- Teachers will update you on your child's learning at least once every two weeks
- Students will write their Ignite: Switzerland journal and they will be encouraged to do this weekly
- Parents will be able to comment on the posts their child makes and reply to teachers also.

A parent guide will be sent to parents on how to use the platform and log-in details will be given nearer the time. If you wish to know more before the workshop, please look at the website <https://Kinteract.co.uk/>

Cooperation with parents is essential to us, and we are fully aware that there will be a need for individualized communication from both sides at times. Therefore, we are always available to you with regular updates on your child's progress and to answer any questions regarding boarding house matters that you might have. However, this communication cannot detract from our primary goal of taking care of your child.

You can reach us at our boarding house telephone number +41 81 861 22 01 directly, or by email at internat@hif.ch

POCKET MONEY

The location of HIF and the Ignite: Switzerland Programme is remote. There are limited shops in the area therefore few opportunities to spend money. All activities and day trips are included in the Ignite: Switzerland fee and three meals are provided every day of the week, plus snacks. The only time students may have an opportunity to buy souvenirs is when we go on our week's excursion or they make go down into our nearest town, Scuol, to explore. It is therefore advised that your child has access to no more than 700CHF. In order to keep the money safe, HIF will invoice you for that amount and keep it safe for your child. Anytime your child wishes to have some money, they may ask for some and it will be taken out of their HIF account. HIF currently operates this procedure for their boarders, and it works smoothly and securely. Any money not spent will be reimbursed to you via your child at the end of the Programme.

SNACKS

Students can bring their favourite snacks with them if they wish but healthy, nutritious meals are provided in the dining room four times a day. The lounge rooms on each floor of the boarding house have a small pantry which will contain some basic kitchen appliances where the students can make drinks or noodles. No food may be kept in their rooms.

BIRTHDAYS

All birthdays will be celebrated with a cake should a student's birthday fall during their time with us. There is no need for parents to order cakes. You may, of course, send any packages to HIF and we will make sure your child receives them. The address of the school is below.



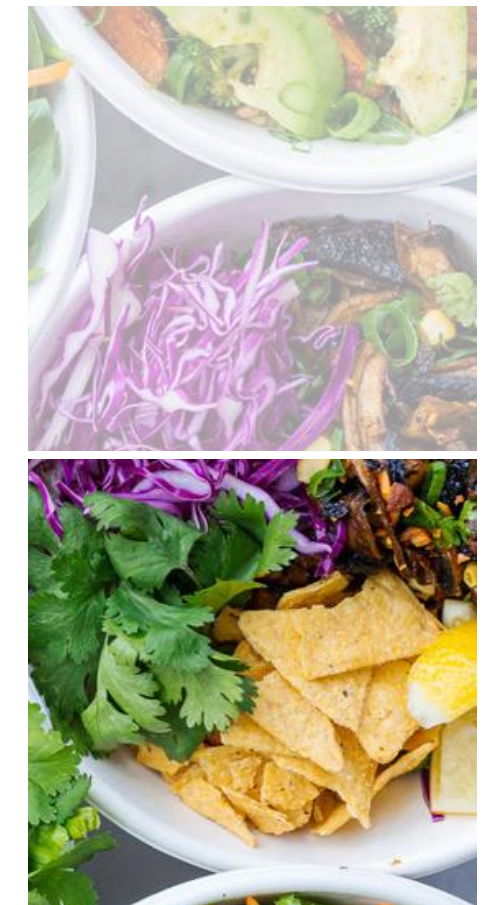
Meals

HIF has exceptionally dedicated kitchen staff who strive to fulfill the wishes of the students as much as possible. As nutrition has a direct impact on students' performance at school, behaviour, and well-being, a healthy diet is especially important. Therefore, we strive to reduce the consumption of sugar and count on the students' cooperation towards a balanced diet.

Regional, seasonal, fresh and healthy - that is our nutrition concept. A balanced and tasty diet is essential for concentration and top mental and sporting performance. But eating is also a pleasure and should bring joy. We pay attention to a healthy and seasonal diet and whenever possible source our products from the region, the Engadine mountains: Hatecke supplies us with sustainable meat products, Pastizaria Cantieni provides freshly baked bread.

Our chef places a great emphasis on wellbalanced and nutritional food, paying attention to any food restrictions and allergies the students may have, as well as taking any cultural or religious needs into account. To keep our school community connected, Ignite: Switzerland students will join the HIF students in our main restaurant for every meal.

Students will also have the opportunity to join a cookery club where they can cook their favourite dishes with the chef.



Important Information

FLIGHTS

In keeping with the philosophy of the Programme, it is important that your child travels with the chaperoned group from their College to Switzerland. As a result, flights will be organised by the College, and you will be invoiced separately for this.

We do, however, understand that there may be some exceptional circumstances that mean that your child is unable to travel with the group. If you wish to pick your child up at the end of the Programme you are welcome to do so but it is important to indicate this on the form. Once flights are booked, refunds are not possible.

ADDRESS

Hoch alpinen Institute Ftan AG
Chalchera 154 - CH-7551 Ftan, Switzerland
Tel.: +41 81 861 22 11
info@hif.ch www.hif.ch
Office Hours: Mo. - Fr. 8:00am - 12:00pm / 1:00pm - 5:00pm

TERM DATES

ROCK TERM: : Sunday 17th September – Saturday 9th December 2023
SNOW TERM: Sunday 7th January – Saturday 30th March 2024
WATER TERM: Sunday 7th April – Saturday 29th June 2024

AIRPORT

The group will be met at the airport by HIF Ignite: Switzerland staff. They will receive a welcome pack as well as a snack and a drink. Depending on the time of arrival, a meal may also be provided. The group will then travel from the airport to HIF in Ftan by bus. This will take approximately 3 hours. The bus will be stopping on route for a toilet stop. Upon arrival at the airport, the Dulwich teacher who has accompanied your child to Switzerland will let you know that they have arrived safely.

DULWICH CHAPERONES

Your child will be accompanied by the appropriate number of adults, according to the EiM Excursion Policy, which your child's College currently follows. As they will know your child, these chaperones are an important part of helping your child settle into HIF and the Ignite: Switzerland Programme. The chaperones will remain at HIF for as long as their College has released them. This will also enable them to see your child during the day during their academic studies or when they are taking part in some of the activities. Once they return to their College in Asia, they will be able to give you some reassuring feedback.

CLOSING CELEBRATION

To complete the amazing journey of growth and self-discovery that each student has been on, we will hold a closing celebration on their penultimate day. This will be an opportunity for the students to reflect on their learning, the friendships they have made, and the experiences that have impacted them most. This will also be an opportunity for them to share their Passion Projects. Parents will be invited to this event and for those who are unable to attend, the event will be live-streamed.

REINTEGRATION INTO THEIR COLLEGE

Upon their return to their College in Asia, students will have the opportunity to share their experience with their classmates and parents. A celebratory event will be organised by the College so students can share their Passion Projects and their learning from Ignite: Switzerland. We hope the event will facilitate some wonderful discussions and give you an insight into your child's personal growth.

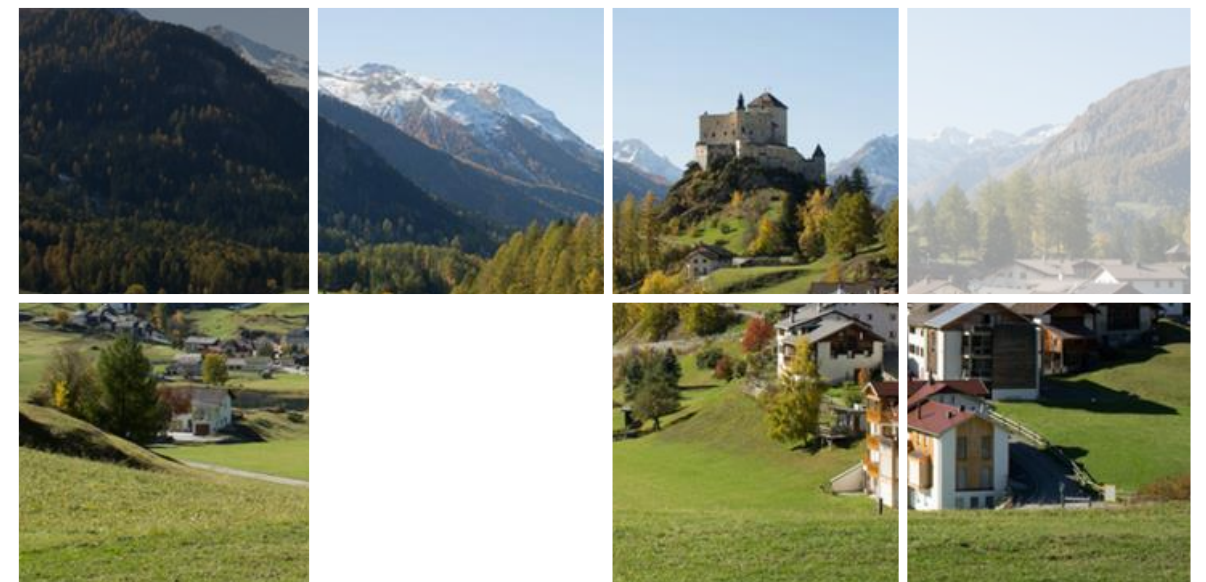
Each student's report will be sent to the respective College and uploaded on to their system. Thanks to integrated technology, many of the Ignite staff will be in direct contact with their colleagues in Asia as well. All pastoral notes will be given to the Head of Year.

SCHOOL RULES

In a small village community, the behaviour of Ignite students in their free time and at weekends is an important factor in forming the school's reputation locally. Students should be aware that any actions outside school in Ftan, or further afield, which bring the HIF into disrepute, are likely to result in serious sanctions which may include being sent home.

No smoking, alcohol or illegal substances are permitted on campus.

You will receive further information about HIF school rules once your child has been accepted to the Programme. These will be sent to you with the Ignite: Switzerland agreement.



Visa Information

It is a parental responsibility, to apply for the visa, if applicable.

SCHENGEN AREA

Schengen refers to the EU passport-free zone that covers most European countries.

The 27 Schengen countries are:

Austria, Belgium, Czech Republic, Croatia, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden, and Switzerland.

VISA TYPE

Each Ignite: Switzerland term is 84 days long, including 7 days somewhere else in the Schengen area. Depending on which passport you hold, you will need to apply for a Short-Stay Student Schengen Visa. However, if that type of visa is unavailable, you will need to apply for a Short-Stay Tourist Schengen Visa.

What is a Short-Term Schengen Visa?

A Short-Term Schengen Visa is an authorization to enter the Schengen territory that permits its holder to stay in the Schengen territory for a maximum of 90 days within six months.

WHICH PASSPORTS REQUIRE A VISA?

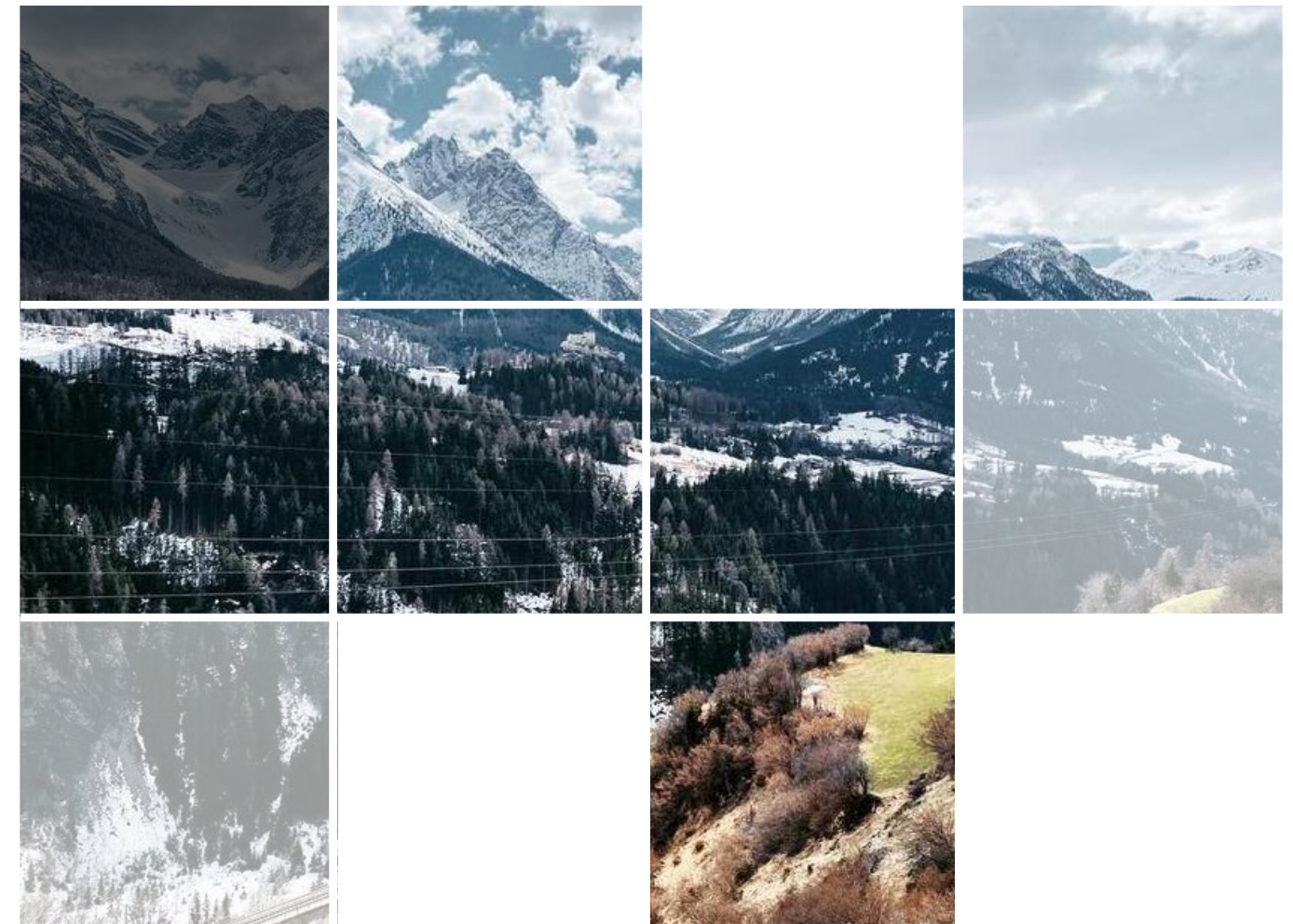
- | | | | |
|----------------------------|---------------------|----------------------------|-------------------------|
| • Afghanistan | • Ecuador | • Madagascar | • Somalia |
| • Algeria | • Egypt | • Malawi | • South Africa |
| • Angola | • Equatorial Guinea | • Maldives | • South Sudan |
| • Armenia | • Eritrea | • Mali | • Sri Lanka |
| • Azerbaijan | • Eswatini | • Mauritania | • Suriname |
| • Bahrain | • Ethiopia | • Mongolia | • Syria |
| • Bangladesh | • Fiji | • Morocco | • São Tomé and Príncipe |
| • Belarus | • Gabon | • Mozambique | • Tajikistan |
| • Belize | • Gambia | • Myanmar | • Tanzania |
| • Benin | • Ghana | • Namibia | • Thailand |
| • Bhutan | • Guinea-Bissau | • Nepal | • Timor-Leste |
| • Bolivia | • Guyana | • Niger | • Togo |
| • Botswana | • Haiti | • Nigeria | • Tonga |
| • Burkina Faso | • India | • North Korea | • Tunisia |
| • Burundi | • Indonesia | • Northern Mariana Islands | • Turkmenistan |
| • Cabo Verde | • Iran | • Oman | • Türkiye |
| • Cambodia | • Iraq | • Pakistan | • Uganda |
| • Cameroon | • Jamaica | • Palestine | • Uzbekistan |
| • Central African Republic | • Jordan | • Papua New Guinea | • Vanuatu*** |
| • Chad | • Kazakhstan | • Philippines | • Vietnam |
| • China | • Kenya | • Qatar | • Yemen |
| • Comoros | • Kosovo | • Republic of the Congo | • Zambia |
| • Cote D'ivoire | • Kuwait | • Rwanda | • Zimbabwe |
| • Cuba | • Kyrgyzstan | • Russia | |
| • Dem. Rep. Of Congo | • Laos | • Saudi Arabia | |
| • Djibouti | • Lebanon | • Senegal | |
| • Dominican Republic | • Lesotho | • Sierra Leone | |
| | • Liberia | | |
| | • Libya | | |

WHICH PASSPORTS DON'T REQUIRE A VISA?

All passport holders not listed are permitted to travel freely to and inside of the Schengen Area without a visa. The length of stay is limited to 90 days within six months.

Some important conditions:

- Visa-free regime applies to citizens of Albania, Bosnia and Herzegovina, Macedonia, Moldova, Montenegro, and Serbia only if they are holders of biometric passports.
- Visa-free regime applies to holders of passports issued by Taiwan only if their passport contains an identity card number.
- Visa-free regime applies to citizens of Vanuatuan only if their passport was issued before May 25, 2015
- Visa-free regime applies only to holders of a "Hong Kong Special Administrative Region" passport.
- Visa-free regime applies only to holders of a "Região Administrativa Especial de Macau" passport.
- Visa-free regime applies to all British citizens who are not nationals of the United Kingdom (British Nationals (Overseas):
 - British Nationals (Overseas)
 - British Overseas Territories Citizens
 - British Overseas Citizens
 - British Protected Persons
 - British Subjects



VISA COST

The exact payment method will depend on the embassy, consulate or visa centre processing your application. When you schedule your appointment, you will be notified of the required payment method.

WHEN TO APPLY

Applications will be accepted from 6 months prior to 15 days prior to your trip. However, you are highly recommended to apply about 4 weeks before your trip to allow for processing times.

How Long Does it Take to Get a Schengen visa?

The processing time will depend on the embassy or consulate processing your application. The legal processing time for a Schengen visa is 15 calendar days. In some cases, you can receive an answer earlier. However, in extraordinary cases this period may extend from 30 to 60 days.

WHERE TO APPLY

Depending on how Switzerland has regulated Short-Term Schengen visa submission in your country of residence, you will have to file your Schengen visa application at one of the following:

- The Swiss embassy
- A Swiss consulate
- A visa centre to which the Swiss embassy has outsourced Short-Term Schengen visa submission
- The embassy/consulate of another Schengen state to which the Swiss embassy has outsourced Short-Term Schengen visa submission
 - In Singapore you will apply at VFS Global
 - In China you will apply at VFS Global
 - In Korea, Republic of (South Korea) you will apply at the Embassy of Switzerland in Seoul

You will find general information about Schengen visas at <https://www.schengenvisainfo.com/>

If you need to apply from VHS Global visa centre you will find all the relevant information at <https://www.vfsglobal.com/en/individuals/index.html>

Information on Swiss representatives in your country of residence will be found at <https://www.eda.admin.ch/eda/en/fdfa.html>



REQUIRED DOCUMENTS

- Completed Schengen visa application form. You can download one here: https://www.schengenvisainfo.com/download-schengen-visa-application-form/#google_vignette
- Two identical photos.
 - Taken within the last three months.
 - Photo size: 35x45mm.
- Valid passport. Issued within the last 10 years with validity of at least 3 months after the end of the planned journey.
- A copy of your passport's biometric data.
- Previous passports. Tied together with a rubber band. Do not staple them!
- Proof of residency in your own country.
- Roundtrip itinerary.
- Travel medical insurance.
- Proof of accommodation at HIF
- Letter of acceptance at HIF
- Proof of academic qualifications.
- Proof of financial means.
- Proof of paid visa fee.

Additional Documents required for children under the age of 18:

- An extract of the minor's birth certificate.
- An identity document bearing the parents' signature (one document for each parent).
- A declaration of consent from both parents, stating that the minor can travel.
- If relevant: a court judgement stating which parent has been allocated parental responsibility for the minor.
- If relevant: a declaration from the minor's school consenting to his/her absence.

Safeguarding

Like all EiM schools, we believe that every child, regardless of age, has at all times and in all situations a right to feel safe and protected from any situation or practice that may result in their being physically or emotionally affected. We agree that we have a primary responsibility for the care, welfare and safety of the children in our charge. In order to achieve this, all staff and volunteers in the school, in whatever capacity, will at all times be proactive in child welfare matters, especially where there is a possibility that a child may be at risk of harm.

We have adopted an open and accepting attitude towards children as part of our responsibility for pastoral care. We aim to create an environment where students feel free to talk about any concerns and will view our school as a safe place if there are any issues either in or out of school.



Local Medical & Other Services

Switzerland is renowned for its excellent medical training and hospitals utilising the latest technologies, guaranteeing quality care that is recognised throughout the world. We are lucky to work in close proximity to the local doctor and are able to care for our students in a prompt and timely fashion. The school benefits from a wide network of health specialists (dentists, orthodontists, dermatologists, ophthalmologists, and psychologists), helping us provide the best possible care for the students.

HOSPITAL, AMBULANCE SERVICE

Center da sanda Engiadina Bassa, 7550 Scuol
Hospital Scuol, 7550 Scuol
Tel.: +41 81 861 10 00

DOCTOR, GENERAL PRACTITIONER

Medical Center Scuol,
Practice Dr. Neumeier (school doctor) 7550 Scuol
Tel.: +41 81 864 08 08

DENTISTRY

Dr. Stefan Wolfisberg, 7550 Scuol
Tel.: +41 81 864 72 72
Dr. med. dent. Anne Imobersteg, 7550 Scuol
Tel.: +41 81 864 86 86



Insurance

All students need comprehensive medical, accident, and liability insurance. Please check that your current insurance package is valid in Switzerland and includes rescue and recovery operations. If you are unsure, please check with your provider.

If you need insurance for your child, a package has also been put together for you by HIF. Once your child has been accepted on the Programme, further information about this package will be given.

It is mandatory that your child is fully insured (Medical, Accident & Liability) whilst on the Ignite: Switzerland Programme.



COVID-19 Awareness

The boarding house is a communal living environment which means we need to take particular care in the prevention and management of infectious diseases.

Whilst on one hand our relative isolation is a protective factor, we also need to have strict health and hygiene management procedures in place to mitigate the risk that COVID-19 and other illnesses represent.

All students must be fully vaccinated. All vaccinations are currently recognized, although this could be subject to change.

Separate quarantine bedrooms are available for those students who contract COVID-19. Every care will be taken of them should this happen and you would be informed. Meals would be delivered to their bedroom door and the on-duty adult would check on them throughout their time in isolation.

Other Important Information



CLOTHING

Whilst your child is with us, they will not be wearing a formal uniform. Each afternoon will be filled with either sport or other practical activities which support their chosen electives. As a result, the clothes need to be comfortable, practical, and warm. Parents should bear in mind that we apply conservative dress standards and inappropriate clothing should not be brought with them.

All clothes should be clearly **labelled** with the name of the student. Parents should mark all personal clothes before the student arrives at the school. Any other equipment brought to Ignite: Switzerland such as sports equipment, laptops or phones should be marked appropriately. This is very important as it will help us when we are looking for lost items.

Everyone is expected to be responsible for looking after their belongings and to respect the property of others. School bags and other personal possessions should be marked with the student's name.

Local weather conditions in our mountain area can often change unexpectedly, and temperatures will then drop significantly. Please make sure to pack warm clothing and adequate footwear.

Students are discouraged from bringing expensive personal items. Any that are brought should be clearly labelled with their name and a record should be kept of the serial numbers and any distinguishing features. Parents' personal insurance should cover all valuable items. The school does not take any responsibility for loss or damage.

Any items not brought with the student that are necessary for them to get full benefit from the Ignite: Switzerland experience, in consultation with the parent, will be purchased and charged back to the parent.

Packing List

WHAT TO BRING

Day Wear

- 2 pairs of trousers
- 1 pairs of jeans
- 5 long sleeved tops
- 5 t-shirts
- 3 warm sweaters
- 2 hoodies
- Shoes for school
- Swimsuit
- Swimming goggles and cap
- Flipflops
- Pairs of trainers
- 2 pairs of trainers (indoors and outdoors)
- Your school PE kit
- 10 sets of underwear and socks
- 2 pairs of pyjamas
- 2 large towels
- 1 comfortable sweat pants/leggings (for board- ing house)
- Slippers (for boarding house)

Special Event/Formal Clothing

- 1 complete outfit
- (smart) 1 party outfit

Other Items

- Laptop & charger
- Mobile Phone & Charger
- Pencil case and stationary
- School Bag
- Calculator (school recommended)
- Torch
- Plug Adapters (Switzerland)
- Hairdryer/Straighteners
- Earphones
- Washbag with personal toiletries (shampoo, soap, shower gel, toothpaste etc)
- Prescribed medication (instructions to be given to the House Parent who is responsible for handing over medicines to the students)
- Sunglasses
- Sun Cream (factor 50 and lip balm)

Outdoor Clothing

- Hiking boots (waterproof)
- 2 pairs of hiking socks
- 1 woolen hat
- 1 pair of gloves
- 1 scarf
- 1 warm jacket
- 1 breathable waterproof jacket
- Waterproof trousers
- Backpack (20-25 litre capacity)
- Water bottle
- Waterproof snowboots (November - March)

November to March

- 3 pairs of ski socks
- 2 sets of thermal underwear
- A pairs of ski gloves (waterproof Goretex)
- 1 ski jacket (either shell or lightly padded not a thick puffy jacket)
- 1 pair of ski pants (either a wind and waterproof shell or thinly padded)
- 2 pairs of long ski socks
- 1 face mask
- 2 long sleeved turtle necks
- 1 ski goggles

What NOT to bring

- × Pocket knives or other weapons
- × Electrical items such as kitchen appliances, iron, hot plate, fan, TV
- × Light bulbs or halogen lamps
- × Candles/incense burners
- × Games consoles (Xbox or PlayStation)
- × Large music systems/speakers
- × Matches or Lighters
- × Illicit materials
- × Crop tops
- × Spaghetti strap tops

* If you have a musical instrument which you would like to practise whilst at HIF, due to limited instruments at the school, please bring your own.

OTHER ITEMS

Bedding: duvets, pillows, sheets and covers are provided by the school. However, your child may wish to bring their own with them to help them feel at home.

Sunglasses: Recommended

Sunscreen: Recommended

Camera: Optional

Day Pack for short hiking trips

OUTDOOR ACTIVITIES EQUIPMENT

All students may bring their own skis or snowboard if they already own them. If they do not, we are able to hire them locally. This includes boots, helmets, and goggles. We can hire whatever you need help with.

The Ignite: Switzerland team will hire all the equipment your child needs, and this is included in the fee. Other equipment is rented or provided by the respective outdoor suppliers, such as windsurfing, stand-up paddling, and rope park. All suppliers are certified and undergo checks by the Swiss authorities.

Ski passes will be obtained by the school and are inclusive of the fee.



