



## **AGREEMENT**

Between  
The American School in Switzerland (TASIS) SA  
Via Collina d'Oro 15  
Montagnola, Switzerland  
hereafter referred to as "TASIS" or "The School"

and

TASIS Parent-Association (TPA)  
Ticino, Switzerland  
hereafter referred to as "TPA"

## **INTRODUCTION**

TASIS unreservedly values the enhancement, joy, culture, and beauty the TPA brings to the TASIS experience. TASIS is wholly committed to being hospitable and to providing assistance to the TPA where necessary. However, while closely intertwined, TASIS and the TPA are distinct entities with occasionally diverging requirements and goals.

This distinction has become increasingly important in light of the broader legal and institutional landscape. Expectations surrounding governance, safeguarding, representation and branding have evolved significantly, driven by accreditation standards, changes in best practices and heightened scrutiny.

In recognition of that, this Agreement has been put in place to set out both TASIS and TPA's intentions and to provide clarity as to how any concerns that may arise will be addressed. This Agreement is also a reflection of the TASIS SA's Board and Leadership's obligation to ensure alignment and integrity across all areas of school life.

## **THE PARTIES:**

- TASIS, a private American international boarding and day school founded in 1956, is a Swiss Société Anonyme (SA), registered with VAT number CHE-116.349.325.

- TPA is a Verein (or Association) under Article 60 of the Swiss Civil Code (ZGB), being a not-for-profit legal entity governed by written By-Laws and consisting of members (current TASIS parents and/or registered guardians of current TASIS students) with common objectives, including:
  - Promoting collaboration among TASIS parents
  - Providing a forum for parental discussion
  - Representing parents' views to the school
  - Organizing events and other fundraising activities; and
  - Fostering an inclusive environment of cooperation in the TASIS community.
- TASIS is operated by its Board and Leadership. TPA is governed by a Board and according to its current bylaws its Board Members are bound by a Code of Conduct.
- The TPA Board is autonomous and legally independent of TASIS.
- While TASIS may make a contribution to the annual budget of the TPA and the TPA raises funds for the School's benefit, the TPA is financially independent of the school.

### **The Role and Partnership of the TPA**

The School recognizes the TASIS Parent Association (TPA) as a valued and independent partner in the life of the School community. The TPA's energy, hospitality, and creativity enrich the TASIS experience and help build meaningful connections between families.

The School will endeavor to support the TPA in areas where its initiatives align with the School's educational mission, standards of conduct, values and mission. These guiding documents are available on the School's website and parent portal.

The School also acknowledges that with the international and diverse profile of the TASIS community comes a shared responsibility to ensure that access to families, community communications, and School-affiliated spaces are handled with care, discretion, and integrity. The TPA supports and promotes the protection of the school community both in terms of its fundraising contribution and its promotion of values and behaviors which are consistent with the School's mission and values.

## **Leadership Standards and Values**

As with all leadership positions within the School community, whether among faculty, staff, or volunteers, those serving in leadership roles within the TPA support the School's educational mission and reflect the standards and values expressed in the TESIS Mission Statement, Paideia, and other guiding documents. These include a commitment to civility, discretion, accountability, and mutual respect in all interactions, including those with staff, students, and fellow parents.

In accepting such a role, TPA leaders are seen not only as representatives of the parent community but also as individuals who set a good example in line with the values of the School. For this reason, the School trusts TPA leaders to conduct themselves with professionalism appropriate to their visibility and influence.

## **Identity, Independence and Representation**

While the School and the TPA are closely connected in spirit and collaboration, they are structurally and legally distinct. The TPA functions as an independent parent-led organization constituted as a Swiss Association, not as a body of the School itself.

It is acknowledged by both parties that the TPA does not hold exclusive rights to represent the interests of all TESIS parents to the School.

The School may seek the support of TPA for specific tasks, whether occasionally or as part of a more regular collaboration, e.g. organizing parents support committees or supporting in school-wide events. Such collaboration is welcome and appreciated, but always discretionary and project based.

It is important that TPA representatives clearly present themselves as such, especially in public-facing communications, on social media platforms, and in any context that might imply official affiliation. TPA leadership may not present themselves in ways that suggest they hold institutional authority within the School.

If the TPA collects information directly from families, such as names, phone numbers or email addresses, for membership, election or other purposes, the TPA will clearly distinguish itself from the School to avoid confusion and ensure that families do not feel obligated to sign up.

While it is understood that TPA Members follow its By-Laws and Code of Conduct, the TPA does not have disciplinary authority over members of the parent body, nor any decision-making authority over members of the parent body beyond elections to its Board.

TESIS acknowledges that significant breaches of TPA's By-Laws and Code of Conduct may result in the termination of TPA Board Membership. At the same time, TPA acknowledges the vital importance of its duty to foster a collegial and inclusive environment for all TESIS parents.

Except where necessary for the safety of TASIS students and the TASIS community, the TPA ensures that all parents are included and able to participate fully in all events and activities.

It is further acknowledged by both parties that the TPA is a voluntary and inclusive organization open to all parents and registered guardians with children enrolled at the School, and that it will not impose barriers to participation such as membership fees beyond nominal amounts or any selection processes. The TPA actively welcomes all members of the parent community and should not present itself as offering exclusive or privileged access to the School or its Leadership, which might give the impression that joining or registering is expected or required.

Neither the Headmaster nor the TASIS Board will intervene in interpersonal disputes. Interpersonal disputes between parents are to be resolved privately by the concerned parties.

Where there is any health, safety, or significant reputational concern that could impact upon TASIS and its staff, parents or students, then there is an expectation of prompt and transparent disclosure by the TPA to the Headmaster or in accordance with the processes delineated in the Whistleblower Policy and Student Protection Manual.

Moreover, the TPA is understood to represent the interests of the parent body as a whole, including those who may not be actively involved, registered members or whose opinions may differ from those who participate in TPA leadership. Decisions or positions taken by the TPA should be framed as reflecting the views of the TPA, not of the School or the broader TASIS parent population.

### **Communication**

The School is dedicated and pleased to support the TPA's community-building efforts and may, at its own discretion and to the extent that it will deem opportune, promote TPA events through School channels when such efforts align with the School's values.

The following expectations apply to all TPA communications and activities which are school and student related and/or make use of the tpa@tasis.ch email.

- TPA communications clearly indicate their origin and use the updated designated TPA branding, meant to distinguish the TPA from official TASIS (see "Use of School Name, Logo, and Branding", below).
- Events or initiatives that are adult-focused or potentially unsuitable for minors (such as potentially controversial discussion topics or lifestyle branding) are promoted only through parent-to-parent channels, not via the School website, newsletters, or campus signage.
- All titles, book names, or event descriptions intended for adults be reserved for private group communications.

- All TPA communications must be lawful in respect of personal data and marketing laws and will respect the right of individuals to opt out of receiving such communications directly from the TPA.
- In particular, given the discreet and confidential profile of the TESIS community, the School further expects that access to community-wide communication lists or contact information shall not be provided to persons outside the TESIS community and such contacts shall not be used for commercial purposes, business solicitation, or promotion of services, whether by TPA members or affiliated contacts.

### **Safeguarding**

As most TESIS students are minors, TESIS is required to ensure that any activities potentially involving students are appropriate and safe. It is expected that all active TPA members, particularly those in recurring and leadership roles, review and commit to the TPA Code of Conduct aligned with TESIS safeguarding and community values, as expressed in the TESIS Student Safeguarding and Child Protection Manual (SPM). TESIS will provide basic safeguarding orientation to TPA volunteers who regularly engage with students or participate in campus events.

Matters which give rise to any concerns of harm to a child, and specifically any concerns or allegations about a child or adult who may be a risk to a child, shall be promptly referred by the individual TPA member to the Headmaster, and the TPA Board will not manage such matters internally. Such concerns should be treated with utmost confidentiality rather than discussed among the TPA Board or parent body, and the School will determine how such matters should be handled and communicated.

### **Governance and Elections**

The School requests that the TPA's internal processes, especially leadership elections and bylaw amendments, adhere to the standards of lawfulness, transparency and fairness appropriate to a representative body.

This includes but is not limited to:

- Providing advance notice to the full TPA membership of proposed bylaw changes.
- Regularly reminding all TESIS families that all TPA events are always open to everyone, regardless of membership status, and that only participation in elections requires registration with the TPA.
- Ensuring that votes are well conducted and documented, with results communicated clearly and promptly.
- Avoiding practices that could result in the exclusion of parents or perceptions of bias, manipulation, or favoritism perceived manipulation of vote counts.

- Considering the use of independent digital voting platforms or third-party oversight to safeguard integrity.
- The TPA is encouraged to ensure that its current legal status is properly defined under Swiss Civil Code Article §60 and clearly communicated to its members.

### **Use of the TESIS Logo and Branding**

Following recent legal review, and evolving brand governance standards and increased scrutiny related to institutional affiliations, it is understood and agreed by the parties that any continued use of the TESIS name, crest, and logo by any external group, including the TPA, now requires a separate written agreement with the TESIS Foundation (as legal owners of the TESIS crest and logo).

TESIS will work with the TPA to develop a custom-designed, bespoke logo that reflects the group's unique identity and mission, while still drawing a clear visual connection to TESIS through the use of color and overall design, similar to the samples attached. The logo will use the letters "TPA" , as a self-contained visual element.

This dedicated logo will allow the TPA full freedom to conduct its activities and communications independently, without the need for ongoing review or oversight of logo usage, while maintaining a recognizable association with TESIS. Such a logo would not require any license terms.

For as long as this Agreement remains in place, all its other provisions in respect of standards of conduct and adherence to TESIS values will continue to apply to any TPA activities carried out under the new logo.

### **Financial Integrity and Commercial Boundaries**

The TPA is understood to be a volunteer organization whose members do not receive compensation or commercial benefit from their activities.

The School kindly requests that:

- No parent or third-party enterprise benefits commercially or profits from access to the TESIS community via TPA involvement.
- Sponsors of events involving students or families (e.g., the Gala) are reviewed by the School in advance.
- Sponsors of parent-only events are selected with prudence and care.

TESIS acknowledges the unique and well-connected nature of its parent body. TPA members are asked to act with care, discretion and consideration for privacy when making any personal or professional outreach to TESIS families, many of whom will have high expectations of privacy and secrecy in aspects of their personal and business lives. This is particularly important when

acting visibly as a representative member of the school parent community.

### **Events Coordination and Access**

The School reserves coordination over all events taking place on campus and in particular over the following signature events:

- Meet the Board & Leadership Evening
- Parent Welcome Reception during Family Weekend
- The 70 Year jubilee
- Galas

All events involving TESIS students, school campus or facilities access, or family participation must be reviewed and cleared in advance by the relevant School leadership to ensure matters such as alignment with safety and educational standards, as well as TESIS values. Without prejudice to its independent status, TPA shall follow the reasonable instructions of the school in this regard.

### **Institutional Support for the TPA**

The School acknowledges the importance of supporting the TPA in its efforts to foster community, celebrate culture, and enrich the TESIS experience.

The School is committed to providing appropriate support, including but not limited to:

- Coordination and logistical assistance for approved events.
- The offer of School facilities or space, when available and suitable.
- Food Service for school related events.
- Transportation for school related events.
- Other operational support for school related events.
- Communication support and assistance for student and family-wide initiatives that align with the School's mission.
- An annual financial contribution, the details of which may be confirmed each academic year.
- Access to administration for school-parent communication (PSC).
- The School's leadership remains available to advise, assist, and collaborate with the TPA in ways that strengthen the overall wellbeing and culture of the TESIS community.
- The TPA is part of the School's liability insurance coverage. While it is important for the TPA leadership to be familiar with the relevant terms, a brief summary of the terms are:

§ The TPA benefits from the same civil liability coverage as the school itself, within the scope of the policy.

§ Activities organized by the TPA (e.g. fundraising events, parent-led initiatives, excursions, etc.) are covered, as long as they align with the school's educational or community objectives.

§ Coverage applies to TPA officers, volunteers, and members acting on behalf of the TPA in the same way school staff are protected when acting on behalf of the school.

§ The TPA's civil liability — e.g. if someone is injured or property is damaged at a TPA-organized event — is insured under this policy.

§ Volunteers working under TPA authority are protected, provided the event or action falls within the typical scope of TPA activities and is not excluded elsewhere in the policy.

§ If another insurance policy applies first (e.g., private liability), AXA provides excess coverage.

§ Events must not involve excluded risks (e.g. unsupervised children, unauthorized vehicle use, damage to TASIS property, or unapproved sports races).

§ If a TPA activity is not under school oversight and falls into an excluded category, it may still not be covered despite co-insured status.

§ The TPA may, at its discretion and sole expense, elect to obtain additional insurance coverage to complement the protection offered.

§ The policy is available for review with the Business Office

§ The TPA may, at its discretion and sole expense, elect to obtain additional insurance coverage to complement the protection offered.

### **Agreement Status and Review**

This document reflects an agreement between the School and the TPA. It affirms the independence of the TPA while setting out expectations that ensure trust, respect, and alignment.

The agreement will be reviewed annually, in event of any significant changes in law or circumstance, or at the reasonable request of either party. A signed version may be shared with the broader community to support transparency and cooperation.

## **Data Protection**

TASIS and the TPA are committed to respecting the privacy of individuals and protecting personal data in accordance with Swiss data protection laws and general best practices.

The TPA operates with the support of TASIS and uses the School's systems for certain communications, including the tpa@tasis.ch email address(es) and follows the corresponding TASIS privacy policy. Communications sent via TASIS platforms or contact lists are coordinated with the School and are subject to TASIS's approval, as well as its data protection and IT policies.

However, TASIS does not provide the TPA with access to the TASIS database nor provide the TPA with parent or pupil data or contact details. To the extent the TPA and/or its members collect or hold any data in their own right, they do so wholly independently of the School.

TPA members may participate in informal parent-run groups, such as class or book club WhatsApp chats, which are not created, monitored, or administered by TASIS. These groups fall outside the scope of TASIS's data systems and policies. Responsibility for the use and content of such channels lies with the individuals involved.

## **Dispute Resolution**

While the School and the TPA are committed to fostering a collaborative and respectful relationship, occasional misunderstandings or disagreements may arise. To ensure clarity and minimize disruption, both parties agree to the following:

Any dispute discussions will be approached in good faith and in the spirit of cooperation by the School and the TPA.

The School appoints the Headmaster and relevant leadership to meet with TPA Board leadership to discuss and resolve any disputes. Depending on the concern, and if indicated, the TASIS Board of Directors will appoint a liaison to the TPA to work with the Headmaster on any outstanding concerns. If a concern or complaint arises under any part of this Agreement which relates to the Headmaster directly, such matters should be directed at first instance to the Chair of the TASIS Board of Directors who will appoint a suitable liaison.

## **Termination or Expiry of this Agreement**

In the unlikely event that a resolution cannot be achieved, or in the event of some other substantial change of circumstances, the School may need to terminate its relationship with the current TPA (namely, the association holding this position at the time of such determination). Any such decision will be approached with the same good faith and spirit of cooperation and following appropriate consultation.

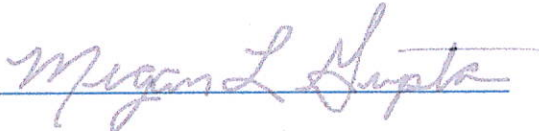
The Parties understand and agree that this Agreement shall remain in effect until amended or terminated in writing, irrespective of any change in their officers or representatives.



Date: 15.10.2025

Lynn Fleming Aeschliman

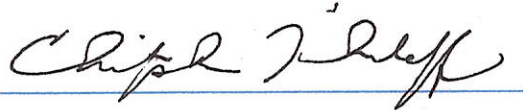
Chairman of the TESIS Board of Directors



Date: 23.10.2025

Megan Gupta

President of the TESIS Parent Association



Date: 23.10.2025

Christopher Nikoloff

TESIS Headmaster