



Four Forest

ECA Overview &
Schools Buddy
Introduction

2025/26 BLOCK B

Schools Buddy and ECA Information

Schools Buddy

Moving forward, we will only be using Schools Buddy for registrations of ASC, ECA, & Piano. This will allow us to keep track of records more accurately, and control the sign-up period for each block.

As this is a new system, we are here for questions and concerns.

How it Works

Schools Buddy essentially is a registration tool that can monitor and record the checking in and out process of the children attending ASC and ECA. Parents will also be able to view information on registered ASC and ECA, and other activities that will be added during the year. It also allows transparency with cost breakdowns through the different Blocks.

How to Use

Please check your emails (junk as well) for the Schools Buddy activation email. Simply register with the same email you have for iSAMS and input any relevant information to move forward. Please only register and search for ASC and ECA at Campus Luzern **NOT** Zug.

Need to know

- Please ensure you have your Schools Buddy set up or you will not be able to register
- Please remember we have two campuses, you need to only be on Luzern. If you try and sign up or click anything to do with Zug, nothing will go through, and you will not see any information relating to your children.
- Ensure to check your spam if you have not received the activation email.
- Please register in the correct 'container' for example: **Block B ASC** - Monday **16:30 - 18:00** + **Block B ECA** - Spark Science **15:30 - 16:30**. This design covers the ECA registration with the additional ASC care you may require after the club ends.
- There are two registration allocations: Preference Based and Instant Book. **Instant Book is for ASC Care** and **Preference Based is for ECA**. No payment is required for any booking or reservation on Schools Buddy, we will continue to invoice as normal.
- You will find a break down of all necessary information during the sign up process. Exact breakdown of ASC care times for specific slots, and additional costs when late pick-ups occur.
- Please read through the Terms and Conditions that have been updated and placed in each container, these conditions are relevant throughout the entire semester.

Key Features of the Program

- Limited Spaces for Enhanced Learning: Each course has a defined capacity to ensure an optimal environment for all participants. Spaces are allocated on a first-come, first-served basis.
- 10-Week Commitment: Registrations are now made per 10-week block, allowing parents and students to evaluate their participation on a more manageable timeline.
- Mid-Block Entry: Students may join mid-block if spaces are available, ensuring flexibility while maintaining group continuity.

Expert-Led Activities

All activities will be coached and taught by professionals who specialise in their respective fields. Each course is conducted by trusted external companies, carefully selected by Four-Forest to ensure the highest quality instruction and enriching experiences for our students.

Important Information

Behavioural Policies

At Four-Forest Luzern we expect the students to maintain a level of respect and awareness for the teachers, peers, and external staff members. We reserve the right to remove your child if they are not following our behavioural standards. This includes but is not limited to: disrespectful language, bullying, physical violence, continuous negative feedback from club providers, and disruptive behaviour/language.

Please visit the link below to review our behaviour policy:

External Companies

Our external providers have been providing their services to many schools around Zurich, Zug, and Luzern for many years. During the trial period, the teachers you may meet may not be the definite club teacher once ECA's officially start. Once ECA's are confirmed, an email will be sent out to introduce you to the club teachers and their experience and qualifications. All external providers will have back-up-teachers if that exact teacher is sick or otherwise unable to provide the club on a particular day, so the entire block is secure for attendance.

Cancellations and Refunds

As we are running the program in 10-week blocks, cancellations will not be necessary to submit. Before the end of the 10-week block, a new schedule will be sent out for you to sign-up for. However, if you wish to cancel during the 10-week block please get in touch with us via email. Refunds are not applicable for absences or withdrawals made after the block begins.

Trial Week

The trial week is always the first week that the new block starts. You sign up for the clubs you are interested in, participate and decide whether you would like to continue through the 10-weeks. If you participate in the following week, **you will be marked down as registered for the 10-week programme** and therefore will be charged accordingly. **If you withdrawal after the first week and do not continue, you will not be charged.** Please be aware and keep in contact with the appropriate people during this process.

Sign-Ups

Sign-ups will open on the 22nd and will close on the 26th. Please ensure to check your email for the activation of Schools Buddy as all sign-ups will be recorded through this new system.

Who to Contact



Alisa Beul

Responsible for: Absences, sickness, accidents, late pick-ups, lunch orders and registrations, and general school enquires.

If you have any questions regarding the school timetable, concerns or complaints, please feel free to reach out to me via my email, or school telephone number .

Phone: 041 320 25 31

Email: office-luzernl@four-forestschool.ch

Charlotte Mills

Responsible for: Activities and operations

Contact for: Questions regarding ASC, ECA, SchoolsBuddy, Sports, Piano, & Tutoring.

If you have changes in ASC schedule or have enquires about ECA registrations, Schools Buddy complications and or concerns please always feel free to reach me on my email

Email: Charlotte.mills@four-forestschool.ch



Kim Friedrich

Responsible for: Admissions

If you have any questions regarding your child joining Four Forest, please feel free to contact Kim via her email. Kim will ensure all your questions regarding admission, open days, and enrolments are answered.

Email: kim.friedrich@four-forestschool.ch

YEARLY CALENDAR OVERVIEW

MONTH	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	ECA WEEKS	KEY DATE INFO	INFO
AUGUST	18th	19th	20th	21st	22nd	23rd	24th		NO ECA'S ONLY ASC	ECA TRIALS TUESDAY AND THURSDAY
	25th	26th	27th	28th	29th	30th	31st	1	START OF BLOCK A	CHECK YOUR SIGN-UPS FOR ECA'S
SEPTEMBER	1st	2nd	3th	4th	5th	6th	7th	2		
	8th	9th	10th	11th	12th	13th	14th	3		
	15th	16th	17th	18th	19th	20th	21st	4		
	22nd	23rd	24th	25th	26th	27th	28th	5		
OCTOBER			1st	2nd	3rd	4th	5th		HOLIDAYS	
	6th	7th	8th	9th	10th	11th	12th		HOLIDAYS	
	13th	14th	15th	16th	17th	18th	19th		NO ECA'S ONLY ASC	
	20th	21st	22nd	23rd	24th	25th	26th	6		
	27th	28th	29th	30th	31st	1st	2nd	7		
NOVEMBER	3rd	4th	5th	6th	7th	8th	9th	8		
	10th	11th	12th	13th	14th	15th	16th	9		
	17th	18th	19th	20th	21st	22nd	23rd	10	END OF BLOCK A	
	24th	25th	26th	27th	28th	29th	30th		NO ECA'S ONLY ASC	
DECEMBER	1st	2nd	3rd	4th	5th	6th	7th	1	START OF BLOCK B	
	8th	9th	10th	11th	12th	13th	14th	2	LONG WEEKEND	NO SPARK SCIENCE
	15th	16th	17th	18th	19th	20th	21st	3		
	22nd	23rd	24th	25th	26th	27th	28th		CHRISTMAS HOLIDAY	
JANUARY	29th	30th	31st	1st	2nd	3rd	4th		CHRISTMAS HOLIDAY	
	5th	6th	7th	8th	9th	10th	11th		NO ECA'S ONLY ASC	
	12th	13th	14th	15th	16th	17th	18th	4		
	19th	20th	21st	22nd	23rd	24th	25th	5		
	26th	27th	28th	29th	30th	31st	1st	6		
FEBRUARY	2nd	3rd	4th	5th	6th	7th	8th	7		
	9th	10th	11th	12th	13th	14th	15th		HOLIDAYS	
	16th	17th	18th	19th	20th	21st	22nd		HOLIDAYS	
	23rd	24th	25th	26th	27th	28th	1st	8		
MARCH	2nd	3rd	4th	5th	6th	7th	8th	9		
	9th	10th	11th	12th	13th	14th	15th	10	END OF BLOCK B	SS WILL RUN THEIR LAST CLASS MON 16TH.

	16th	17th	18th	19th	20th	21st	22nd		NO ECA'S ONLY ASC	ONLY SPARK SCIENCE MONDAY
	23rd	24th	25th	26th	27th	28th	29th		NO ECA'S ONLY ASC	TRIAL CLUBS START FOR BLOCK C
	30th	31st	1st	2nd	3rd	4th	5th			
APRIL	6th	7th	8th	9th	10th	11th	12th		HOLIDAYS	
	13th	14th	15th	16th	17th	18th	19th		HOLIDAYS	
	20th	21st	22nd	23rd	24th	25th	26th	1	START OF BLOCK C	
	27th	28th	29th	30th	1st	2nd	3rd	2		
MAY	4th	5th	6th	7th	8th	9th	10th	3		
	11th	12th	13th	14th	15th	16th	17th	4		LONG WEEKEND
	18th	19th	20th	21st	22nd	23rd	24th	5		
	25th	26th	27th	28th	29th	30th	31st	6		
JUNE	1st	2nd	3rd	4th	5th	6th	7th	7		LONG WEEKEND
	8th	9th	10th	11th	12th	13th	14th	8		
	15th	16th	17th	18th	19th	20th	21st	9		
	22nd	23rd	24th	25th	26th	27th	28th	10	END OF BLOCK C	
JULY	29th	30th	1st	2nd	3rd	4th	5th		NO ECA'S ONLY ASC	

Preschool & KG1 Programme

Early Years Art Class

Who: Ranie

When: Monday 15:30 - 16:30

Language: English

Cost: 250

Room: TTG Room (upstairs)

Early Years Lego Challenge

Who: Isabelle (Yung Engineers)

When: Monday 15:30 - 16:30

Language: English

Cost: 350

Room: Preschool

Early Years Drama Club

Who: Ranie

When: Tuesday 15:30 - 08:30

Language: English

Cost: 250

Room: German Preschool

Early Years Karate Club

Who: Nielson - Masterplan

When: Tuesday 15:30 - 08:30

Language: English

Cost: 250

Room: German Preschool

Early Years Art Club

Who: Ranie

When: Wednesday 15:30 - 16:30

Language: English

Cost: 250

Room: TTG Room (upstairs)

Early Years Ballet

Who: Evilia

When: Thursday 15:30 - 16:30

Language: German/French

Cost: 250

Room: German Preschool

Early Years Art Club

Who: Yasmin (Alisa's Sister)

When: Thursday 15:30 - 16:30

Language: German/Swiss German

Cost: 250

Room: TTG Room (upstairs)

Kindergarten 2 Programme

Spark Science (maximum 14 students)

Who: Spark Science

When: Monday 15:30 - 16:30

Language: English

Room: Grade 1 FFL

Cost: 400

Coding Club

Who: MasterPlan AcadeME

When: Tuesday 15:30 - 16:30

Language: English

Room: Grade 1

Cost: 350

Drama Club

Who: Ranie

When: Tuesday 15:30 - 16:30

Language: English

Room: English preschool

Cost: 250

Brazilian Ju-Jitsu

Who: FROTA Academy

When: Wednesday 12:30 - 13:30

Language: English

Room: LMS Mensa

Cost: 400

Art Club

Who: Yasmin (Alisa's Sister)

When: Thursday 15:30 - 16:30

Language: German/Swiss German

Cost: 250

Room: TTG Room (upstairs)

Ballet

Who: Evilia

When: Thursday 15:30 - 16:30

Language: German/French

Cost: 250

Room: German Preschool

Table Tennis (inside)

Who: Internal

When: Thursday 15:30 - 16:30

Language: English/German

Cost: 250

Room: LMS

Art Club

Who: Karen

When: Friday 15:30 - 16:30

Language: English

Room: TTG Room (Upstairs)

Cost: 250

Grades 1 & 2 Programme

Spark Science (maximum 12 students) (G1)

Who: Spark Science

When: Monday 15:30 - 16:30

Language: English

Room: Grade 1 FFL

Cost: 400

Art Club (G1)

Who: Karen

When: Friday 15:30 - 16:30

Language: English

Room: TTG Upstairs

Cost: 250

Simply Theatre

Who: Simply Theatre

When: Tuesday 15:30 - 16:30

Language: English

Room: LMS Mensa

Cost: 400

Spark Science (maximum 12 students) (G2)

Who: Spark Science

When: Friday 15:30 - 16:30

Language: English

Room: Grade 1 FFL

Cost: 400

Tech Academy (Future Technologies Pioneers)

Who: Tech Team

When: Tuesday 15:30 - 16:30

Language: German

Room: Grade 1 FFL

Cost: 475

Chess Club

Who: Chess Academy

When: Friday

Language: English

Room: Grade 2FFL

Cost: 300

Brazilian Jiu-Jitsu

Who: FROTA

When: Wednesday 12:30 - 13:30

Language: English

Room: LMS Mensa

Cost: 400

Sewing Class

Who: Ranie

When: Wednesday 14:30 - 15:30

Language: English

Room: TTG Upstairs

Cost: 250

Table Tennis (Indoor)

Who: Internal

When: Thursday 15:30 - 16:30

Language: English/German

Room: LMS

Cost: 250

Grades 3 & 4 Programme

French Tutoring

Who: Lara

When: Monday 15:30 - 16:30

Language: French

Room: Grade 1 FFL

Cost: 250

Life Skills

Who: Masterplan

When: Monday 15:30 - 16:30

Language: English

Room: Grade 4 FFL

Cost: 350

Homework Club

Who: Nora

When: Tuesday 15:30 - 16:30

Language: German/English

Room: Grade 2

Cost: 250 (runs every week even when no ECA's)

Tanzhaus Dance Club

Who: Julia

When: Tuesday 15:30 - 16:30

Language: English/German

Room: LMS Mensa (Rotsee)

Cost: 200 (includes dance recital outfit)

Sewing Class

Who: Ranie

When: Wednesday 14:30 - 15:30

Language: English

Room: TTG Upstairs

Cost: 250

Tech Academy (Future Technologies Inventor)

Who: Tech Team

When: Thursday 15:30 - 16:30

Language: German

Room: Grade 1

Cost: 475

Tanzhaus Dance Club

Who: Julia

When: Tuesday 10:00 - 11:00

Language: English/German

Room: LMS Mensa (Rotsee)

Cost: 200 (includes dance recital outfit)

Table Tennis (Indoor)

Who: Internal

When: Thursday 15:30 - 16:30

Language: English/German

Room: LMS

Cost: 250

Spark Science (maximum 12 students)

Who: Spark Science

When: Friday 15:30 - 16:30

Language: English

Room: Grade 1 FFL

Cost: 400

Chess Club

Who: Chess Academy

When: Friday

Language: English

Room: Grade 2FFL

Cost: 300

Grades 5 & 6 Programme

French Tutoring

Who: Lara

When: Monday 15:30 - 16:30

Language: French

Room: Grade 1 FFL

Cost: 250

Life Skills

Who: Masterplan

When: Monday 15:30 - 16:30

Language: English

Room: Grade 4 FFL

Cost: 350

Homework Club

Who: Nora

When: Monday 15:30 - 16:30

Language: German/English

Room: Grade 2

Cost: 250 - (including weeks with no ECA)

Tanzhaus Dance Club

Who: Julia

When: Tuesday 15:30 - 16:30

Language: English/German

Room: LMS Mensa (Rotsee)

Cost: 200 (includes dance recital outfit)

Tanzhaus Dance Club

Who: Julia

When: Tuesday 10:00 - 11:00

Language: English/German

Room: LMS Mensa (Rotsee)

Cost: 200 (includes dance recital outfit)

Sewing Class

Who: Ranie

When: Wednesday 14:30 - 15:30

Language: English

Room: TTG Upstairs

Cost: 250

Future Technologies

Who: Future Technologies

When: Thursday 15:30 - 16:30

Language: English/German

Room: Grade 1

Cost: 475

Spark Science (maximum 12 students)

Who: Spark Science Team

When: Friday 15:30 - 16:30

Language: English

Room: Grade 1 FFL

Cost: 400

ECA Clubs Overview

Tech Academy

Over the 10 weeks, club members will dive into hands-on Artificial Intelligence sessions, coding, and epic build-and-program adventures with Lego® Mindstorms EV3. Each week, participants tackle real-world challenges, teaching machines to “think,” building prototypes, and bringing autonomous robots to life with Coding skills. Starting with Artificial Intelligence to allow the members to integrate it into daily life and club sessions.

1. Tuesday Class - Description for the Course (G1 & G2).

In Future Technologies – Level 1 Pioneers, young Pioneers take their first steps into the exciting world of robotics, electronics, and digital innovation. Through hands-on activities, they discover how technology works and how imagination can turn into invention. Using child-friendly robots such as Blue Bot, Ozobot, and Thymio, students learn to plan, code, and solve problems in creative ways. Simple electronics projects introduce them to circuits and sensors, helping them understand how machines sense and react to their environment.

As their skills grow, they move on to building and programming their own LEGO robot, combining logic, teamwork, and creativity in one final project.

2. Thursday Class - Description for the Course (G3 -G6).

Future Technologies - Level 2 Inventor. Students take their next step into the world of innovation and intelligent systems. they explore how technology not only follows commands but can also think, learn, and create.

Through hands-on projects, they experiment with AI tools, see how artificial intelligence is used in everyday life. They also get their first experience with 3D design and 3D printing, turning digital ideas into real objects.

At an advanced level of robotics, students design, build, and program robots capable of solving more complex challenges—combining creativity, logic, and engineering skills.

See link attached to find further information about Tech Academy

[**https://tech-academy.ch**](https://tech-academy.ch)

Spark Science

Exciting and educational afterschool programmes for children.

Extract DNA, make bouncy balls, and discover the science of static with some hair raising experiments.

See link attached to find further information about Spark Science

[**https://www.sparkscience.ch**](https://www.sparkscience.ch)

Simply Theatre

We have some brilliant facilitators on our team who are passionate about delivering engaging, high-energy sessions that really inspire young people. The programme will give the children a wonderful opportunity to expand their love of performing arts, build their confidence in being themselves, and develop strong communication skills, and all while having a lot of fun along the way.

See link attached for further information about Simply Theatre

[**https://simplytheatre.com**](https://simplytheatre.com)

ECA Clubs Overview

Masterplan AcadeME

As the premiere beyond school provider for children and teens, our mission is to empower children to explore their interests, passions and creativity in an age-appropriate manner.

Please see link attached for further information about Masterplan

<https://ch.masterplanacademe.com>

The Tanzhaus Luzern

Managed by Olivia Lecomte, a former professional dancer and choreographer.

We are proud of our certified dance teachers, who each have had an extensive dance education as well as professional stage experience. As members of the IG Tanz Zentralschweiz and Dance Suisse, the Tanzhaus Luzern ensures that students receive the best possible training available in Luzern.

Please see link attached for further information about Tanzhaus

<https://www.tanzhausluzern.ch>

Frota Academy

Offers supreme-quality martial arts programs, with instructors who have decades' worth of coaching and fighting experience. Brazilian Jiu-Jitsu is a great sport for kids – it develops their self-confidence, motor and self-defense skills, and allows them to spend time in a healthy, supportive environment.

Please see link attached for further information about

<https://frota-luzern.ch>

All descriptive information will be linked in SchoolsBuddy during the sign-up process. However, should you have questions or concerns, please feel free to contact me anytime: Charlotte.mills@four-forestschool.ch

Simply Theatre - will put on a performance

Dance - will perform

Drama - will perform

Ballet- will perform

All details will follow once sign-ups are complete and I can see if the club can run or not

Independent ECA Teachers



Name: Evilia

Occupation: Professional Ballet Teacher

Teaches: Ballet

Languages: English, German, French, Italian, & Russian

Grades: Preschool, KG1 & KG2



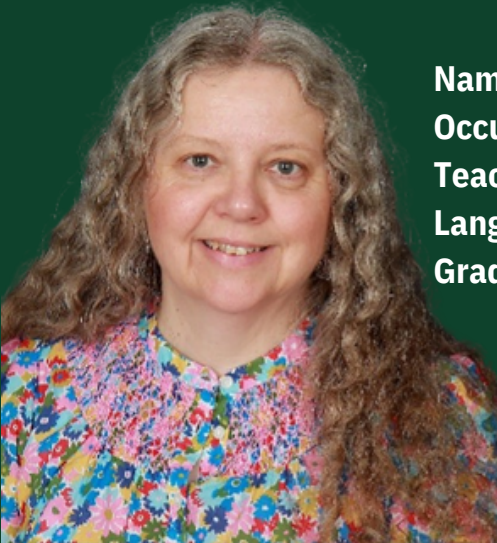
Name: Ranie

Occupation: Primary School Teacher (Master in Education)

Teaches: Art, Drama & Sewing

Languages: English & German

Grades: Preschool - G6



Name: Karen

Occupation: Primary School Art Teacher/Specialist

Teaches: Art

Languages: English

Grades: Preschool, KG1, KG2 & G1



Name: Yasmin (Alisa's Sister)

Occupation: FaBe Early Years Teacher

Teaches: Art

Languages: German/Swiss German

Grades: Preschool, KG1, KG2 & G1

Independent ECA Teachers



Name: Nora

Occupation: Special Needs Teacher/Health Science Masters Student at UniLu

Teaches: Homework Club/Tutoring

Languages: English & German

Grades: G2 - G6

Name: Julia

Occupation: Professional Dance Teacher (Tanzhaus)

Teaches: Dance

Languages: English & German

Grades: G3 - G6



Name: Lara

Occupation: Nurse/Health Science Masters Student at Unilu

Teaches: French

Languages: English, French, & Spanish

Grades: G2 - G6



ECA Club Teachers: Spark Science

<https://www.sparkscience.ch>



Name: Electric Emma
Occupation: Owner & Creator of Spark Science
Teaches: Science
Languages: English/German
Grades: KG2 - G6



Name: Kilowatt Katy
Occupation: Teacher at Spark Science
Teaches: Science
Languages: English/German
Grades: KG2 - G6



Name: Magnetic Maya
Occupation: Teacher at Spark Science
Teaches: Science
Languages: English/German
Grades: KG2 - G6



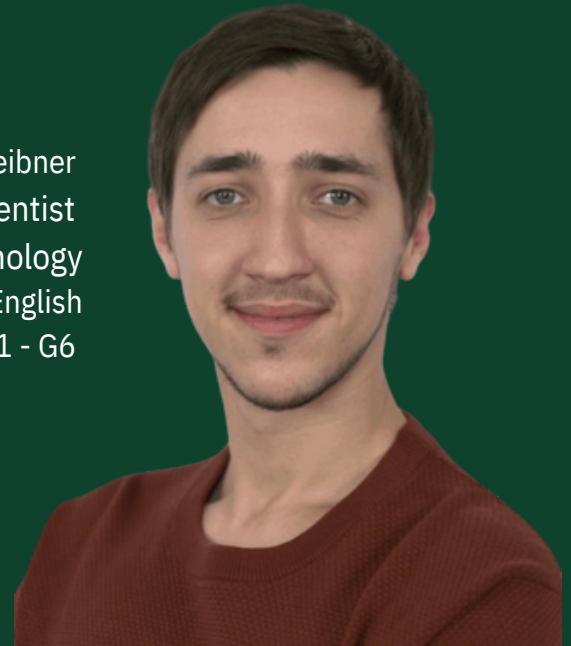
Name: Rocket Reece
Occupation: Teacher at Spark Science
Teaches: Science
Languages: English/German
Grades: KG2 - G6

ECA Club Teachers: Future Technologies

<https://tech-academy.ch/>



Name: Joel Iselin
Occupation: Electroics
Teaches: Technology
Languages: German/English
Grades: G1 - G6



Name: Nijo Scheibner
Occupation: Computer Scientist
Teaches: Technology
Languages: German/English
Grades: G1 - G6



Name: Jannine Meier
Occupation: AI
Teaches: Artificial intelligence
Languages: German/English
Grades: G1 - G6

INTRODUCING SCHOOLS BUDDY

Introducing SchoolsBuddy for ECA & ASC Sign-Ups

We are pleased to announce that Four Forest Luzern will now be using SchoolsBuddy for all Extra-Curricular Activity (ECA) and After-School Care (ASC) registrations.

Schools Buddy is an online platform that allows families to view, register, and manage their child's activities in one place. This new system will streamline our processes and ensure that all information matches across schedules, communication, billing, and daily care records.

Why are we introducing Schools Buddy?

Previously, sign-ups, schedule changes, and communication were handled across multiple channels. Schools Buddy brings everything together to ensure:

- Clear and accurate registrations
- Up-to-date attendance and pick-up information
- A full overview of your child's activities and care schedule
- Better coordination between school staff and external providers
- Reduced mistakes and clearer communication with families

This will help us maintain correct staffing levels, provide consistent supervision, and ensure a smooth experience for all students.

Through your parent login, you will be able to:

- View all ECA and ASC options for the upcoming block
- Register your child directly in the system
- Review activity dates and times
- See pick-up timing and instructions
- Access Terms & Conditions, Behaviour Policy, and ASC guidelines
- View check in and check out updates

Important

From now on, all ECA and ASC sign-ups will take place through Schools Buddy only. Please ensure you have activated your account and reviewed the information provided. If you have any questions or need support with the platform, please contact: Charlotte Mills (Operations & Activities Coordinator).

We are happy to help you get started.



Important Information to Get Started

- **Year Overview:** Please find attached the full ECA calendar showing start and end dates for each block.
- **ASC Registration:** ASC Care is registered by semester. Ensure you select the correct time slots for your child.
- **Read Carefully:** Please review the Terms & Conditions in SchoolsBuddy before confirming your bookings.
- **What You'll See:** We've attached below a sample layout so you can preview how ECA and ASC Care selections appear in the system.
- **Looking Ahead (Block C):** The same process and measures will apply for Block C. We'll share registration dates and the updated ECA overview in advance.
- **Questions or Changes:** Contact Charlotte Mills at Charlotte.mills@four-forestschool.ch for any concerns, questions, or instructions.

PLEASE BE AWARE THAT ON THE NEXT PAGE YOUR PARENT VIEW WILL LOOK DIFFERENT - THIS IS AN EXAMPLE OF THE ALLOCATIONS ON SCHOOLS BUDDY. YOU WILL ONLY SEE WHAT IS AVAILABLE TO YOU ONCE YOU HAVE REGISTERED.

MONTH	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	ECA WEEKS	KEY DATE INFO
NOVEMBER	3rd	4th	5th	6th	7th	8th	9th	8	
	10th	11th	12th	13th	14th	15th	16th	9	
	17th	18th	19th	20th	21st	22nd	23rd	10	END OF BLOCK A
	24th	25th	26th	27th	28th	29th	30th		NO ECA'S ONLY ASC
DECEMBER	1st	2nd	3rd	4th	5th	6th	7th	1	START OF BLOCK B
	8th	9th	10th	11th	12th	13th	14th	2	LONG WEEKEND
	15th	16th	17th	18th	19th	20th	21st	3	
	22nd	23rd	24th	25th	26th	27th	28th		CHRISTMAS HOLIDAY
JANUARY	29th	30th	31st	1st	2nd	3rd	4th		CHRISTMAS HOLIDAY
	5th	6th	7th	8th	9th	10th	11th		NO ECA'S ONLY ASC
	12th	13th	14th	15th	16th	17th	18th	4	
	19th	20th	21st	22nd	23rd	24th	25th	5	
	26th	27th	28th	29th	30th	31st	1st	6	
FEBRUARY	2nd	3rd	4th	5th	6th	7th	8th	7	
	9th	10th	11th	12th	13th	14th	15th		HOLIDAYS
	16th	17th	18th	19th	20th	21st	22nd		HOLIDAYS
	23rd	24th	25th	26th	27th	28th	1st	8	
MARCH	2nd	3rd	4th	5th	6th	7th	8th	9	
	9th	10th	11th	12th	13th	14th	15th	10	END OF BLOCK B
	16th	17th	18th	19th	20th	21st	22nd		NO ECA'S ONLY ASC
	23rd	24th	25th	26th	27th	28th	29th		NO ECA'S ONLY ASC
	30th	31st	1st	2nd	3rd	4th	5th		
APRIL	6th	7th	8th	9th	10th	11th	12th		HOLIDAYS
	13th	14th	15th	16th	17th	18th	19th		HOLIDAYS
	20th	21st	22nd	23rd	24th	25th	26th	1	START OF BLOCK C
	27th	28th	29th	30th	1st	2nd	3rd	2	
MAY	4th	5th	6th	7th	8th	9th	10th	3	
	11th	12th	13th	14th	15th	16th	17th	4	
	18th	19th	20th	21st	22nd	23rd	24th	5	
	25th	26th	27th	28th	29th	30th	31st	6	
JUNE	1st	2nd	3rd	4th	5th	6th	7th	7	
	8th	9th	10th	11th	12th	13th	14th	8	
	15th	16th	17th	18th	19th	20th	21st	9	
	22nd	23rd	24th	25th	26th	27th	28th	10	END OF BLOCK C

Four Forest



Schools Buddy ECA Overview

Preference Based FF Luzern - Four Forest Bilingual School

+ Add

Refresh

Search

Date range

2 November, 2025 - 22 November, 2025

Status

All

Page Size

20

1

Sign Up Opens/Closes	Activities Start/End	Details	Status	Join Requests	Activities			
SATURDAY 22 Nov 25	FRIDAY 28 Nov 25	MONDAY 01 Dec 25	FRIDAY 13 Mar 26	Block B - 2025/26 - Luzern ECA Sign-Up	Managing	ON	23	<div>Manage</div> <div>Edit</div>

Here you will open the Block B selection and find all available ECA activities for each day, time, cost, location, language, and provider. You will also notice the 'Preference Based' container.

<div>12</div> <div>12</div>											
Details											
	Day	Start	End	Cost	Location	Places (Min)	Req'd	Alloc'd	Join Requests	Status	
Mini Art Club Lead Staff: Mills, Charlotte Gender: Mixed Must be in; FFL_KG0 or FFL_KG1 or FFL_KG2	Mon	15:30	16:30	250	TTG Raum	10 (4)	0	0	ON	Available for Signup	<div>Allocate</div> <div>Edit</div> <div>Copy</div> <div>Delete</div> <div>Put On Hold</div>
ECA Club & Grade											
Spark Science KG2 Led by the team Spark Science Spark Science brin... Lead Staff: Mills, Charlotte Gender: Mixed Must be in; FFL_KG2	Mon	15:30	16:30	400	G1 Classroom I 1.KL Zimmer	14 (10)	0	0	ON	Available for Signup	<div>Allocate</div> <div>Edit</div> <div>Copy</div> <div>Delete</div> <div>Put On Hold</div>

Day

Time

Cost

Location

Here will be where you click to register (it will look different)

Day

Time

Cost

Location

Here will be where you click to register (it will look different)

Here you will see all the ECA activities listed. **Please be advised that this is only an example template.** Some ECA's will only be available to certain grades, this information can also be seen in the description.

Once the platform is ready for parents to use, you will see an automatic registration that follows and if space accommodates, you will receive a conformation on Schools Buddy.

Four Forest



Schools Buddy ASC Overview

Instant Book FF Luzern - Four Forest Bilingual School

Search Date range 2 November, 2025 - 22 November, 2025 Status All Page Size 20

Sign Up Opens/Closes Activities Start/End Details Status Join Requests Activities

SATURDAY 22 Nov 25	THURSDAY 27 Nov 25	MONDAY 01 Dec 25	TUESDAY 31 Mar 26	ASC Care Block B	Managing	N/A	2	Manage Edit Clone
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Here you will open the Block B selection and find all available ASC allocations for each day, time, cost, and location You will also notice the 'Instant Book' container.

ASC until 16:30 with no ECA

Group	Event name	Published	Staff member	Location	Activities Start/End	Time	Days of the week	Places	Price per session	% Amount Upfront	Sign up opens	Sign up closes	Event type	
ASC - Luzern - Block B	ASC MONDAY 16:30 Luzern	×	Mills, Charlotte	PS English Classroom I VS Englisch Zimmer	Mon 01 Dec 2025 - Tue 31 Mar 2026	15:30 - 16:30	Mon	30	12.65	0	Sat 22 Nov 2025 00:00	At Event Start Time	Block Booking allowing joining part way	Edit Copy Delete
ASC - Luzern - Block B	ASC MONDAY 18:00 Luzern	×	Mills, Charlotte	PS English Classroom I VS Englisch Zimmer	Mon 01 Dec 2025 - Tue 31 Mar 2026	15:30 - 18:00	Mon	30	31.6	0	Sat 22 Nov 2025 00:00	At Event Start Time	Block Booking allowing joining part way	Edit Copy Delete
ASC - Luzern - Block B	ASC MONDAY + ECA Luzern	×	Mills, Charlotte	PS English Classroom I VS Englisch Zimmer	Mon 01 Dec 2025 - Tue 31 Mar 2026	16:30 - 18:00	Mon	30	18.95	0	Sat 22 Nov 2025 00:00	At Event Start Time	Block Booking allowing joining part way	Edit Copy Delete

ASC until 18:00 with no ECA

ASC until 18:00 with ECA (care after the activity ends)

Here you will see every day in specific categories related to the amount of ASC care that you require - please pay close attention to Wednesday when registering for lunch supervision, ASC care, & ECA.

Lunch Supervision only

ASC - Luzern - Block B	WEDNESDAY LUNCH SUPERVISION Luzern	×	Mills, Charlotte	PS English Classroom I VS Englisch Zimmer	Mon 01 Dec 2025 - Tue 31 Mar 2026	12:00 - 12:30	Wed	30	6.3	0	Sat 22 Nov 2025 00:00	At Event Start Time	Block Booking allowing joining part way	Edit Copy Delete
ASC - Luzern - Block B	WEDNESDAY LUNCH + ASC 13:30 No ECA Luzern	×	Mills, Charlotte	PS English Classroom I VS Englisch Zimmer	Mon 01 Dec 2025 - Tue 31 Mar 2026	12:00 - 13:30	Wed	30	18.95	0	Sat 22 Nov 2025 00:00	At Event Start Time	Block Booking allowing joining part way	Edit Copy Delete
ASC - Luzern - Block B	WEDNESDAY LUNCH + ASC No ECA 16:30 Luzern	×	Mills, Charlotte	PS English Classroom I VS Englisch Zimmer	Mon 01 Dec 2025 - Tue 31 Mar 2026	12:00 - 16:30	Wed	30	56.9	0	Sat 22 Nov 2025 00:00	At Event Start Time	Individual booking	Edit Copy Delete