



SURVAL MONTREUX  
GIRLS' SCHOOL IN SWITZERLAND



# Survival Applicant Information

Survival Montreux is a unique international girls' boarding school in Switzerland that provides an exceptional all-round education for girls aged 12-19. The school offers the American High School Program[1] for grades 8-12, including Advanced Placement courses.

Survival belongs to the Bellevue Education Group consisting of 19 schools, with headquarters in London, UK.

This is an exciting time in the School's history having recently celebrated our 60th anniversary, connecting with the school's traditions and heritage while seeking to continue to provide a forward-thinking and creative education in order to prepare young women for tomorrow's world.

Classes are small at Survival, typically around 10 students or smaller. As a small school, subject practitioners must be self-sufficient in their subject specialism, able to build their resources, and to deliver the curriculum and assessments efficiently. Flexibility is valued and expected.

## History

Survival has been celebrating excellence in girls' education for over 60 years. It was founded as an international boarding school for girls in 1961, in Leysin by Ms Georgette-F. Andrea. The school started in a small chalet situated above the valley, which inspired the name 'Sur-Val', meaning 'above the valley'.

In 1964, the school moved to Clarens and in 1967 Ms Andrea handed over the school to her nephew, Mr Fritz Sidler, who ran Survival until his death in 2010. The school grew significantly and with that came the opportunity to buy the Hotel Mont-Fleuri, a magnificent location on a hill above Territet with a breathtaking view of Lac Léman and the Alps. The school moved into its new home in 1998 and continues to thrive in this beautiful setting.

Survival enjoyed a long-standing reputation as a successful Swiss Finishing School and continues to offer courses in Etiquette, Culinary Arts and Languages. In the last twenty years, Survival has undergone a remarkable evolution into a fully-fledged High School, which started in 2000 with the introduction of the American High School Programme.

Survival was acquired in 2012 by Bellevue Education, a UK based education group, and since then the school has been transformed into an internationally recognised boarding school for girls aged 12 to 19 with a broad, robust and flexible curriculum offering the option of IGCSEs and A Levels, alongside the American High School Programme.

The current Principal, Mrs Patricia Woodhouse, returned to Survival in August 2024. She was also the Principal from 2016 to 2021. With recent growth in student numbers and fresh initiatives, this is an exciting time to be joining Survival.

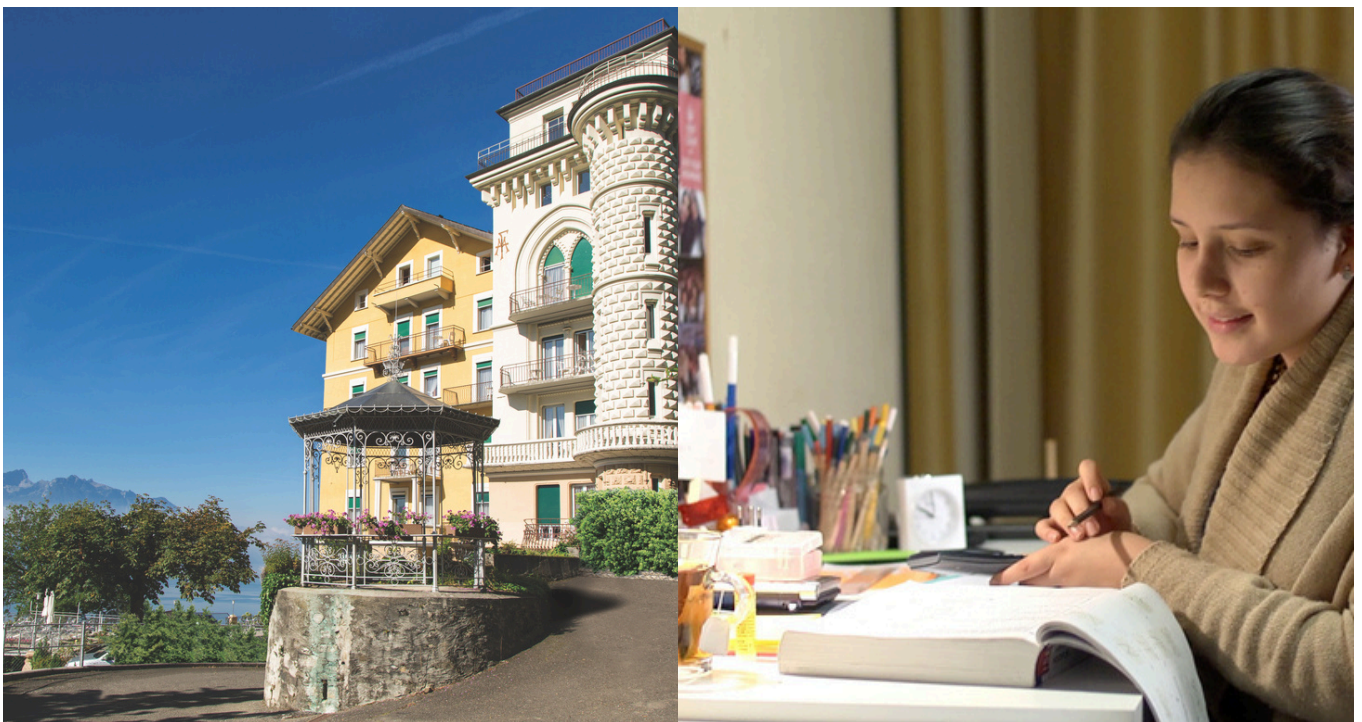
## Bellevue Education

Bellevue Education was founded in 2003 with a single school in North London educating 40 children. Since its foundation, the family of schools has since grown to 21, comprising all-through schools, a sixth form college and two international schools. Bellevue works in partnership with schools, educating children and students aged from just a few months to 18 years throughout the UK and in Europe.

Bellevue's vision is to be a world-class group of exceptional schools, to which parents are proud to send their children; where students choose to study and teachers aspire to work. Bellevue's mission is to achieve academic excellence in an innovative and supportive learning environment where every student is treated as an individual. In 2018, Bellevue took a further step towards this vision and mission by joining the GEMS group.

Each Bellevue school is run independently, built on the foundation of the same shared values: broad curricula – delivered in innovative ways that excite and engage children; and investment – in teachers, buildings, and technology. Bellevue believes that exceptional results should be a by-product of the education that its schools offer, not the exclusive focus. Bellevue pupils are encouraged to aim high and all staff aim to provide them with everything they need to succeed. The schools across the group are committed to providing an educational environment that challenges, nurtures, excites and involves every single pupil.

As part of Bellevue Education, Surval Montreux benefits from being part of a large, international group with significant opportunities to collaborate and share best practice.



## Application Process

Surval Montreux is committed to providing the best possible care and education to its students and to safeguarding and promoting the welfare of children and young people. Surval Montreux is also committed to providing a supportive working environment to all its members of staff. Each member of our staff plays an important role in school life. Just like our students, our staff come from all over the world but the working languages of the school are English and French.

## Application

Applicants for all positions at Surval Montreux should email or post the following to the school Principal's PA, Ms Pernille Mogensen:

- Completed online application;
- Letter of motivation;
- Curriculum Vitae.

School Address:

Surval Montreux

Human Resources

Route de Glion 56

1820 Montreux

Switzerland

Email: [info@surval.ch](mailto:info@surval.ch)

## Interviews

Longlisting for interviews is carried out on the basis of applications received.

Stage 1: Initial interview online generally with the Principal

Stage 2: Shortlisted candidates will be called for a second interview either in person or virtually and will likely involve meeting with other members of staff. The interview process would include an interview(s), lesson delivery (teachers) and tour of the school.

All applicants invited to an interview in person will be required to bring the following:

- CV and letter of motivation;
- Copy of passport.

## **Appointment**

The successful candidate will receive an offer letter and employment contract which should be returned to HR duly signed and dated. Offers are conditional until the completion of all pre-employment checks:

3 satisfactory references including one from the applicant's most recent employer. The referees will be contacted by the school and will be verified by phone.

## **Criminal checks**

For applicants living in Switzerland, the school will need the standard criminal extract as well as a special extract from the Swiss Criminal Record for people working with children. Both must be done less than 6 months before applying for a position at Surval. For foreign applicants, the school will need a recent criminal check (less than 6 months) from the former country of residence.

All foreign staff working at Surval will need a Swiss work permit. EU/EFTA citizens can freely enter Switzerland but must apply for a valid work permit when starting their position at Surval. Non EU/EFTA citizens will need to get a special residence authorization to work in Switzerland before moving to the country. This usually depends on existing work quotas, education, and work experience.

## **Swiss Residence Permit**

All foreign employees need a Swiss residence permit to be able to work in Switzerland. Surval will apply for this residence permit from the Commune in Montreux when the employee starts his/her employment at the school. Staff will need to submit the following documents to apply for a permit:

- a valid identity card or passport;
- signed contract of employment;
- copy of rental contract.

The residence permit is valid throughout Switzerland. Its period of validity depends on the length of the employment contract; normally it would be 5 years for a Swiss permit B.

## **Health Insurance**

By law, every resident in Switzerland must purchase basic health insurance, which covers many conditions from doctor visits to serious illnesses. All health insurance companies must offer the same benefits covered under the basic insurance. Supplementary health plans are optional and will cost more.

Those arriving to live in Switzerland will have 3 months from day of arrival to purchase a policy. Employees are covered by the school accident insurance policy for all accidents during working hours and in private.

### **Liability Insurance**

Residents in Switzerland need to purchase a liability insurance in the event of damage to a third party. This insurance is often drawn up with a household insurance which will cover you in the case of theft, fire or water damage. This sort of insurance is often required to rent an apartment or house.

### **Car Insurance and Swiss Driving License**

Anyone who owns a car or motorcycle must be covered by a car insurance.

EU citizens who want to continue driving in Switzerland can use their home country's driver's licence for up to one year before they have to obtain a Swiss licence. EU citizens who don't apply for their Swiss licence during their first year will have to take a driving test.

### **Housing**

Most people in Switzerland live in rented flats or houses. The easiest way to find a flat is to look at specialised housing websites such as <http://www.immostreet.ch/en/HomePage>.

Once you have decided on a flat, an application form will be requested to be sent to the landlord or estate agent generally including the following documents: passport, employment contract, clean record from the debt enforcement register, criminal record, residence permit and copy of liability insurance.

Landlord and tenant usually conclude a written rental contract. By signing the contract both parties are committed to keep to the agreement. Therefore it is important to read and fully understand the contract before signing it.

Tenants are often asked to provide a certain amount of money in advance—a so-called deposit. The deposit can amount to a maximum of three monthly rents and is paid into a special bank account held in the tenant's name. For the landlord the deposit serves as a security. When the tenant moves out, the deposit is reimbursed. In general, the tenants are obliged to pay the rent in advance for the following month. They will also have to pay extra costs on top of the rent for heating, hot water, electricity and internet/TV connections.

### **Cost of Living**

The cost of living in Switzerland is among the highest in the world. In the Canton of Vaud, a small apartment of 2 bedrooms can easily exceed 2000 Sfr per month while health insurance at least 400 Sfr, other insurance 300 Sfr a month, average transport costs 400 Sfr a month, groceries average costs of 600 Sfr per month per person as well as high tax rates.

### **Bank Account**

Although foreigners can't simply walk into a local bank with a passport and walk out with an account, opening a Swiss bank account is fairly simple.

Documents that are often requested include the applicant's passport, proof of address in the form of renting agreement, attestation from the Commune of Montreux and financial documents like employment contracts.

### TV licences in Switzerland

Getting a television licence in Switzerland is important, or expats will face hefty penalty fees. They will have to register with Billag SA, the body responsible for administering licences.

### Public Transport

Public transport in Switzerland consists of buses and trains. The system is modern, comprehensive, integrated and punctual. The ticketing system can seem complex, but great discounts are on offer.

Travellers can buy a monthly Swiss Half Fare card, which gives 50 percent discount off most trains and buses.

### Salary

There are 8 basic compulsory deductions from salary:

- Old Age Pension Payments: Assurance Vieillesse et Survivants (AVS). This is the state's old age and disability pension plan. The employee's contribution is an average of 5.131% of gross salary;
- Unemployment insurance (Assurance Chômage): The employee's contribution is 1.1 % of gross salary;
- Loss-of-Salary Insurance due to illness: Assurance perte de gain en raison de maladie. In case of illness, full salary is paid during 720 days (2 years), after which old age and disability insurance takes over. The cost to the employee is 0.781 % of gross salary;
- Provident Fund Payment (Fonds de Prévoyance). This includes survivors and disability insurance. The employee's contribution is 000 % of insured salary including 000 % of risk contribution and the School's contribution is 000 %. The amount can be transferred to another fund in case of departure of the employee or cashed-out under certain conditions. This pension plan is individual for each employee according to age.
- Accident Insurance (Assurance Accidents). The employee is insured against accidents both in the course of his/her duty and in private life - for medical expenses and loss-of-salary payments; however, coverage is not included for his/her family. The employee's share of the premium for non-professional coverage amounts to 0000 % of gross salary.
- Income Tax. Holders of B permits have income tax deducted directly from their salary. The rates vary in accordance with their salary, benefits and family charges.

### Emergency numbers

117 (police), 144 (ambulance), 188 (fire)





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