

Fees Policy

Nant-y-Cwm School aims to make Steiner Waldorf Education available to pupils from as wide a range of economic and social backgrounds as possible, within the prevailing circumstances. However, a reasonable and healthy income is essential to fulfil our broad educational task. We therefore expect parents to see their financial contributions to the school as top priority.

Nant-y-Cwm School relies wholly on its income from tuition charges and the following arrangements are in place:

Basic tuition charges

These are payable by options below:

1. **Yearly** Payment, in advance, by the end of the first full week of the academic year by **bank transfer**.

Or on account with a signed Financial Agreement in place;

2. **Three termly** payments, in advance, by the end of the first full week of each term by **bank transfer**
3. **Twelve monthly** payments due before the 7th day of the calendar month by **standing order**.

Note: first payment for new admissions to be made before the first day of attendance.

Details of tuition charges

- Tuition charges are baseline charges and currently set at a minimal level. Parents are strongly encouraged to consider a further donation.
- The charges cover tuition, text books, stationary, photocopies, arts, crafts and handwork materials, premises and general running costs.
- School trips and outings will incur additional costs such as transport, admission and accommodation.
- Additional charge made for pupils' personal items such blocks, crayons, pipes, recorders, dictionaries and ink pens.
- Reparation for damage plays a part in the School's Behaviour Policy: the school reserves the right to bill parents for breakages or

damages beyond reasonable wear and tear, particularly if caused by a pupil's negligence, vandalism or indiscipline.

- Tuition charges are not refunded in the event of absence of any kind, including closure of the school due to unforeseen circumstances, or periods of time when the family are absent from the home.

Notice period: Full fees will be charged in lieu of notice

No notice required if pupil leaves within first 6 weeks of joining school, thereafter the following notice applies to main school.

Leaving at the end of :	Notice By:
Summer Term	1st May
Autumn Half-Term	1st August
Autumn Term	1st October
Spring Half-Term	1st December
Spring Term	1st February
Summer Half-Term	1st March
Summer Term	1st May

- 6 weeks written notice is required for Kindergarten pupil or one half term's fee in lieu of notice.
- Where there is a possibility of a pupil leaving, parents or guardians should give provisional notice.
- Charges in lieu of notice can be reduced only in very exceptional circumstances following both a written appeal and a full financial meeting.

Parents/Guardians are responsible for ensuring fee payments are up to date.

Finance Meeting

Where a family's financial circumstance becomes such that they are unable to meet the full tuition charges, the Financial Administrator can offer clarifications and options. It is expected that parents be proactive in approaching the School in the event of any financial difficulty during their child's education with the school. A finance meeting can be requested at any time.

Annual Review of Financial Arrangements

The Finance Team in agreement with the School Governance Team sets tuition charges annually to publish in the summer term for the following academic year.

Default

- The School wishes to maintain a mutually supportive relationship with parents. If there is a possibility that parents will not be able to make payment or face financial difficulty, they should contact the Financial Administrator immediately, in advance of any default.
- Parents must continue payment regardless of any disagreement, complaint or grievance with the school.
- Where an account is in arrears, further children are not admitted without a full financial interview.
- Where parents fall a term or more behind in meeting commitments a full financial meeting is held.
- Where fees are not paid Nant-y-Cwm School Limited reserves the right to apply to the county court to recover fees. Court and warrant fee will be added to the balance of fees owed



Returning Pupil Fee Policy

Procedure

The school admission policy applies for all returning pupils. Individual circumstances are taken into consideration and a written financial agreement will be recorded and signed at the administration interview.

The administration and finance interview will address the following:

- a) Payment of outstanding fees.
- b) Payment of outstanding notice.
- c) Previous late or infrequent payment.

Deposits and advance fee payment may be required.

Where notice has been previously waived, no future exception will be granted.

Pupil attendance to the school binds you to this school fee policy.

January 2019

Review date January 2020