

Payment of Fees Policy

Term time fees

As stated in the Terms and Conditions, fees are due unless the school is closed for public holidays and school holidays. Fees are due for payment in all other circumstances as the child's place is reserved. This includes periods of sickness, holidays taken during term time, school closures due to adverse weather or any other circumstances out with our control.

Fees must be paid within five days of receiving the invoice. If payment is received later than 10th of the month, there will be a £10 late payment charge added to the next month's invoice.

If fees are paid late on three occasions, the management committee reserve the right to withdraw the reserved place.

Any cheques that 'bounce' will result in the Kids Club being charged. Therefore, there will be a £5 charge to the person whose cheque has 'bounced'.

Play Scheme Fees

All play scheme fees must be paid in full before the start of the play scheme.

Any late payments will incur a £10 late payment fine.

If fees are paid late on three occasions, the Management Committee reserve the right to withdraw reserved places at the Kids Club.

A minimum of one week notice of cancellation of places booked must be given. If one week notice is not given, the fees must be paid. This applies in all circumstances, including sickness, as staff must still be paid.

Any cheques that 'bounce' will result in the Kids Club being charged. Therefore, there will be a £5 charge to the person whose cheque has 'bounced'.

If fees are not paid, access to the Club during term time and play schemes will be cancelled and legal advice will be sought.