



## **Fees Policy**

### **Introduction**

Soneike Private School is a Not For Profit educational institution that subscribes to Biblical principles. To maintain uninterrupted service delivery, we require parents/guardians to understand and agree to the following terms and conditions.

### **Payment Terms**

1. Payment Schedule: All School Fees are calculated for the full year (January to December) and include Tuition Fees.
2. Monthly Payments: Fees must be paid monthly in advance by the 1st of each month.
3. Late Payment Fee: A penalty fee of 2% per month will be added to any outstanding fees.
4. Payment Method: Fees must be paid directly into the school's bank account via an irrevocable self-arranged Stop Order or electronic funds transfer (internet banking).

### **Continuance of Enrollment**

1. Continuance of a child's enrollment is directly dependent upon the full settlement of each month's School Fees.

2. Where financial accounts still remain outstanding by the end of the month, and no alternative arrangements have been made with SPS, services may be discontinued and the account may be handed over for collection.

### **Non-Payment Consequences**

1. Failure to pay the minimum monthly payment will result in the suspension of the child after 10 days.
2. The school reserves the right to charge R200 every 5 days should the fees not be paid by the 6th of every month.

### **Financial Responsibilities**

1. Parent/Guardian Accountability: Parents/guardians are accountable for the prompt payment of all School Fees due to Soneike Private School.
2. Termination of Contract: Failure to pay School Fees may lead to the termination of the contract and deregistration of the child.

### **Additional Fees**

1. Co-Curriculum Programs: Fees for Co-Curriculum programs (Computer Studies, Sport, Educational Outings, etc.) will be charged separately.
2. Registration Fees: Registration fees are non-refundable.

### **Notice Period**

1. For Kiddies Planet learners, a notice period of 1 month is required prior to withdrawal.
2. For all other learners, a notice period of 3 months (1 term) is required prior to withdrawal.
3. All notices of withdrawal must be in writing.

### **Other Provisions**

1. Annual Fee Adjustment: Fees will be adjusted annually by 10%.
2. No Refund: No fees are refundable once paid onto the school's account if the parent still owes school fees for the year.
3. Trust Fund Payments: No other payment is allowed to be made to the school account by the trust fund except tuition or registration payment.

**Please note that this fees policy is a summary of the terms and conditions outlined in the Financial Contract signed by parents/guardians.**