



The King's School

Elmfield, Ambrose Lane
Harpenden
Hertfordshire, AL5 4DU

Schedule of Fees 2018/19

Effective: 1st September 2018

REGISTRATION FEE - **£55.00**

Before a child can be assessed and entered as a pupil for the School, a non-returnable registration fee must be paid.

DEPOSIT - **£640.00**

The Acceptance Deposit is payable upon written acceptance of a firm place at the School. The Deposit is refunded against the last invoice when the pupil leaves King's.

SCHOOL FEES

School fees are established by the Trustee Board who reserves the right to append fees at any time during the academic year. 2018/19 School fees per term are as follows:

<u>All Years</u>	<u>Termly</u>	<u>Monthly</u>
1st Child	£2,560.00	£640.00
Each Sibling	£2,304.00	£576.00 (10% discount)

School fees cover tuition and are charged termly, payable termly in advance*¹;

- Payment is due on the first day of each term payable via BACS or cheque drawn in favour of 'The King's School'. Your Reference should be the pupil's/family surname or the Invoice Number;
- **Alternatively**, settlement may be by monthly instalments if payments are made in advance*. That is, by no more than four (4) monthly standing order payments per term - twelve (12) per annum commencing on 20th August annually, and continuing on the 20th monthly thereafter;
- Parents may choose to make a single annual payment at the start of each academic year;
- Fees are not refundable for pupil absence;
- New pupils may start school in Primary and in some Secondary year groups during an academic year.

EXTRAS/ EXTRA-CURRICULAR ACTIVITIES

Swimming Lessons	- £1.50 per session
Chargeable Class Activities, e.g. Cookery	- £1.90 per session
1:1 Tuition	- £16.35 per hour
Individual instrumental tuition	- £16.00 per 30 min. session (billed directly)
After School Club Sports fee	- £5.00 per term
Dawn Kids	- Available on request

¹ *in advance, that is, School Fees paid in advance – Under Financial Conduct Authority FCA (formerly FSA) regulations, The King's School is not permitted to issue credit. It may however take payments in no more than four (4) instalments over a quarter/four month period, **only if payments are made in advance** of the service being offered. Hence this School's stipulation is 12 payments on the 20th monthly.



In the **Primary School**, Extras charged termly may include termly class trips, diaries (KS2), swimming, tennis and/or other activities. Payment for all such invoices is due upon issue of invoices termly.

For the **Secondary School**, Extras are charged annually for one-off non-fee items and for external examination fees (invoices are issued in the spring term). Payment for all such invoices is due upon issue of the invoice annually.

School Trip details and charges for Extra-Curricular trips, German and Swiss-French Exchange Trips, or the details for any fundraising activity, will normally be advised in writing, with specific payment guidelines as necessary.

Instrument lesson fees are billed direct to their parents each half term in advance. Where a lesson is missed through illness or through a pupil's fault, the lesson will be charged as the visiting teacher's presence and travelling time are involved, however, of course, visiting music teachers make no charge when they themselves are absent.

There is no charge for group music clubs and activities which are funded by the School.

SCHOOL MINIBUS TRANSPORT

Parents have arranged and provide minibus transport services for pupils from the Luton and Watford areas to and from The King's School daily. Contact details are available from Reception or may be requested by email to office@thekingsschool.com.

REMINDER

Please note that a full term's notice is required in writing addressed to the Principal if a pupil is to leave the school, and half a term's notice is required if a pupil is to discontinue extras. Alternatively, in the absence of any notice being received, fees will be charged accordingly.

REMITTANCE

You can pay School Fees, Registration Fees and Deposit payments, along with any donations, by cheque or by BACS directly to the School's bank account to:

Account Name: Kingdom Education Limited/
The King's School/ Highfield Preschool
Account No.: 48610240
Sort Code: 60 00 08
Reference: Family/ Pupil's surname/ Invoice number

Parents overseas may use the following details:

IBAN: GB41NWBK60000848610240
BIC: NWBKGB2L
Bank Name: NatWest
Bank Address: 72-74 High Street, Watford, Hertfordshire, WD17 2GZ

Credit card - Parents may make payments using a credit/debit card at Reception.

Credit Card Charges: Please note that for all transactions, with the exception of school fees, we do not make a charge for the use of a credit or debit card. In respect of the payment of school fees using a credit/debit card, we will add the charge we receive (typically between 2% and 2.5% of the transaction value depending on the type of card used) on to the next school fee.

Please note there is a £5,000 single transaction limit.



CHILDCARE VOUCHER REGISTRATION

We accept payment through the new Government Tax-Free Childcare Scheme and from the existing providers below:

Voucher Provider	Registration Number
ACCOR/ Edenred	P 20144708
Apple	CA00009577
Care-4	07941042
Computershare	0008025296
KiddiVouchers	AL5 4DU/ EY306881
Sodexo	872579
Cooperative Childcare	85117844
Fair Care Childcare Vouchers	High0614
Kids Unlimited	516149

At **The King's School**, Childcare Vouchers may be used to pay for non-compulsory elements of school fees. Providing certain criteria are met, they can be used to pay for:

- Any extra-curricular school trips
- Any activity that is not part of a child's compulsory education
- Any activity that is out of school hours, or
- Any activity that is held on school premises

This means that you can pay for activities such as after-school clubs with Childcare Vouchers.

Childcare Vouchers are an employee benefit available to all eligible working parents. They are tax-free and National Insurance exempt. Both higher and basic rate tax-payers can benefit.

At **Highfield Preschool** you can use Childcare Vouchers to pay for all elements of Preschool fees.

Please refer queries to bursar@thekingsschool.com.

4th September 2018
