

IMHOFF WALDORF SCHOOL FEE POLICY: 2022

This document sets out the fee structure for Imhoff Waldorf School for 2022. Please read it carefully as there are some changes from previous years.

Fees are payable **in advance by the 5th of the month**. A late payment fee of R150 is applied for late payments.

There are 3 different payment options:

- Annual (6.5% discount)
- Termly (3% discount)
- Monthly over 12 months

If annual payments are not received by the 31st of January or term payments are not received the first week of the term these payment options will automatically revert to a monthly option and new invoices will be sent to the relevant parents.

- 1. School fees paid as a debit order payment will increase by 5% in 2022**
- 2. School fees paid by EFT or cash will be an extra 2.5% viz. an increase in total of 7.5% in 2022**

Parents are encouraged to pay fees via a debit order instruction. Please request the form from the office.

In addition to the fees two levies are payable:

- i. Development Levy of R300 per family per month (no increase)
- ii. Sports levy in from class 3 to 7 of R75 per child per month (no increase)

A non-refundable Acceptance of Place Fee of R4 000 is to be paid on enrolment for parents entering the school from Kindergarten to Class 7. (no increase). Playgroup enrolments do not pay an acceptance of place fee but pay the first month's fees in advance on acceptance. The acceptance of place fee is not applicable for children moving up from Kindergarten to Class 1, however a request will be made for prepayment of an amount that will be offset against the first month's school fees.

One term's written notice is required if you plan to withdraw your t from the school. Failure to give a term's notice will mean that you will be liable for the school fees for that term. If you do not wish to have your child enrolled for the following year the same applies, a term's notice must be given. Notice cannot be rolled over for a 2nd term.

ACCOUNT DETAILS

Account name: Imhoff Waldorf School
Account type: Current Account
Account number: 07 209 1401
Beneficiary reference: Your child's full name and surname

Bank: Standard Bank
Branch: 036009 Fish Hoek
International Swift code:
SB ZAZA JJ

Imhoff Waldorf Pre-School & Primary School

Corner of Kommetjie & Slangkop Road, Kommetjie PO Box 1206, Sun Valley, 7985
Email: admin@imhoffwaldorf.org Tel: +27 (0)21 783 4237 www.imhoffwaldorf.org
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2022 FEE PAYMENT OPTIONS

	Monthly over 12 months per debit order on 1 st of month (5% increase = 2.5% discount)	Monthly over 12 months, no debit order (7.5% increase). Fees due by the 5 th each month	Per Term (3% discount) Fees are due by the first week each term	Per Annum (6.5% discount) Fees due by 31st Jan
Playgroup				
- 3 days	R 2,016	R 2,064	R 6,005	R 26,378
- 4 days	R 2,688	R 2,752	R 8,008	R 32,846
- 5 days	R 3,360	R 3,440	R 10,010	R 41,056
Kindergarten	R 4,043	R 4,139	R 12,043	R 46,437
Class 1	R 4,481	R 4,588	R 13,350	R 51,479
Classes 2	R 4,705	R 4,817	R 14,018	R 54,047
Classes 3-4	R 5,030	R 5,149	R 14,983	R 57,774
Classes 5-7	R 5,240	R 5,364	R 15,609	R 60,186

ADDITIONAL INFORMATION

- Playgroup consist of a mixed age group 2-4 years old. The 2-3 year olds can attend 3 days a week, Monday, Tuesday and Wednesday whereas the 3-4 year olds can attend 3,4 or 5 mornings a week.
- Aftercare for Preschool will be added to the relevant invoices at the rate of R20.00 per child per day up to 13h00 and R70.00 up to 14h45. A late fee of R25.00 per 15 minutes will be charged for children collected after
- Primary aftercare will be charged by the aftercare teacher in her personal capacity and will not form part of school fees.
- Fees include teaching and craft materials for each class and include sport offered at the school. An additional charge for sport offered at alternative facilities may be levied. Please see the Sport Programme for details.
- Class camps from CI 3-7 are not included in the fees. Camp fees need to be paid prior to the camp to enable the child to attend. Parents in need of assistance can ask to pay the fee in monthly instalments prior to the due date.
- Accounts will be emailed to a nominated email address or in physical form if no email is available.
- According to our Debtor's Policy (Attached), the school will charge a late payment fee of R150 if monthly fees are not paid **in full** by the 5th of the month. A fee of R20 will apply for sponsored children. Parents/guardians will be asked to withdraw their child/children from the school if fees are three months in arrears, and the account may be handed over for collection.
- Additional enrolment of siblings will not be considered unless all payments are up to date.
- There is a 5% sibling discount offered to parents.
- The school reserves the right to invoice for additional charges that may occur from time to time.
- We will **not** be offering the possibility of a limited fee subsidy for families who may encounter financial difficulties for 2022.
- Should you encounter personal financial difficulties please contact the Financial Co-ordinator timeously, following which your case may be referred to the Debtor's Mandate Group for consideration.
- Fees are reviewed annually by the Finance Committee and Board of Management.

Sincerely,
 Board of Management

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