

IMHOFF WALDORF SCHOOL FEE POLICY: 2024

This document sets out the fee structure for Imhoff Waldorf School for 2024.

PAYMENT OPTIONS

Monthly Fees are payable in advance by the **5th of the month via EFT / Card**

Debit Order on the 1st or the 5th (2.5% discount) Request forms via email on bursar@imhoffwaldorf.org

Termly Fees are payable by the **first week of the term** (3% discount)

Annual Fees are payable by the **31 January** (6.5% discount)

- Accounts will be emailed to a nominated email address.
- **A minimum payment of 1 term's fees is payable for temporary enrolments of less than 3 months.**
- A 5% sibling discount is offered to parents with more than one child in the school. Please note that this discount will only be applicable to the 2nd child onwards and will NOT be considered unless all payments are up to date.

	Monthly over 12 months, per EFT / Card. Due by the 5th	Monthly over 12 months per debit order	Per Term Due by the first week each term	Per Annum Due by 31st Jan
Toddler Group – 3 days	2,353	2,295	6,848	26,402
Toddler Group – 4 days	3,153	3,057	9,124	35,179
Playgroup - 3 days	2,353	2,295	6,848	26,402
Playgroup - 4 days	3,135	3,057	9,124	35,179
Playgroup - 5 days	3,920	3,822	11,407	43,982
Kindergarten	4,028	3,927	11,721	45,194
Class 1	5,228	5,098	15,213	58,657
Class 2	5,489	5,352	15,972	61,586
Classes 3-4	5,867	5,721	17,703	65,829
Classes 5-7	6,112	5,959	17,786	68,577

LEVIES PAYABLE

In addition to the fees **two levies** are payable:

- Sports levy from Class 3 to 7 of R105 per child per month
- Development Levy of R365 per family per month

LATE PAYMENTS

- A fee of R230, or R30 for sponsored children, will be applied to **late payments** as well as returned Debit Orders.
- **If annual or term payments are not paid on time**, a late payment fee will be added, and the payment option will automatically revert to monthly and new invoices will be sent to the relevant parents.

APPLICATION FEE & ACCEPTANCE OF PLACE FEES

An **application fee** of R500 is payable when applying, followed by a **non-refundable acceptance of place fee of R4 200** payable on enrolment from **Class 1 to Class 7** and a **non-refundable acceptance of place fee of R2 100** on enrolment in **Kindergarten**.

- **Playgroup enrolments do not pay an acceptance of place fee**, but the first month's fees are payable in advance on acceptance.

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

NPC 2012/215475/08 | PBO 930 018 698

- For children moving up from Kindergarten to Class 1, a deposit of R1 575 will be payable by 5 December and will be offset against the first month's school fees.
- If withdrawal of a child occurs in the first term of attendance there is no requirement of a terms notice.
- Once the child has been in the school for a term, one term's written notice is required if you plan to withdraw your child from the school during the year, or if you do not want your child enrolled for the following year.
- Failure to give a term's notice will mean that you will be liable for the school fees for that term. Notice cannot be rolled over for a 2nd term.
- The school reserves the right to invoice for additional charges that may occur from time to time.

TEACHING MATERIALS AND CAMP FEES

- Fees include teaching and craft materials for each class.
- **Class camps from CI 3-7 are not included in the fees. Camp fees deposit need to be paid by the beginning of Term 3**, 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.

Should you encounter personal financial difficulties please contact the Finance Committee on bursar@imhoffwaldorf.org

EARLY CHILDHOOD

- Toddler Group consists of children aged **2-3 years old** and attend 3 days a week on Tues, Wed & Thurs.
- Playgroup consists of a mixed age group **3-4 years old** and can attend 3, 4 or 5 mornings a week.

ECD Aftercare: (NB a late fee of R30 per 15 minutes late will be charged)

Daily rates:

R 30 until 1pm
 R 80 until 2:45pm

Termly rates:

R790 (3 full afternoons / week)
 R1130 (5 full afternoons / week)
 Less than 3 full afternoons / week - Daily rate applies (R80)

Primary School Aftercare

Children who are not fetched on time are cared for in Aftercare and parents invoiced accordingly.

Daily rates:

0– 30 minutes: R30
 30 minutes – 2 hours: R80
 Over 2 hours: R120
 Late collection penalty after 15h55pm: R200

Monthly (5 days)

R1200

Sponsored

0-30 minutes: R10
 >30 minutes: R20

DEBTORS POLICY

- Fee invoices are sent out on the 25th of the month, with payment clearing in the school nominated bank account on or before the 5th of the following month.
- Families with overdue accounts for two consecutive months will be sent a letter to inform them that failure to pay within 72 hours, or agreeing to a payment plan with the school, will result in suspension and unpaid debt may be handed to debt collectors.

Fees are reviewed annually by the Finance Committee and Board of Management.

Sincerely,

Board of Management, Imhoff Waldorf School

Imhoff Waldorf Pre-School & Primary School

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