

# PARSONS MEAD SCHOOL



Est. 1897

*Headmistress: Mrs Jennifer Moran MA H Dip Ed (Hons) (T.C.D.)*

March 2006

## PARSONS MEAD EDUCATIONAL TRUST LIMITED, ASHTEAD SCALE OF FEES FROM SEPTEMBER 2006

The Governors reserve the right to review fees each term

			Per Term £
1.	<b>TUITION:</b> Fees are inclusive of lunches, books and stationery		
	A.	Sixth Form	3,500.00 excl. lunch
	B.	Senior School – Year 7-11	3,580.00 incl. lunch
	C.	Senior School – Year 6	3,150.00 " "
	D.	Junior School – Year 4 and 5	3,060.00 " "
		Year 2 and 3	2,280.00 " "
		Year 1 and Reception	2,140.00 " "
	<b>Nursery</b>	3 mornings (Additional Mornings £16.00 pd)	820.00
		4 mornings (Additional Mornings £15.00 pd)	895.00
		5 mornings	990.00
		Afternoon (including lunch)	15.00 per afternoon
		Morning extension to 1.30pm (including lunch)	5.40 extra per day

Nursery Education Grants will be applied for from Surrey County Council, where applicable, on behalf of eligible pupils whose dates of birth fall within the prescribed limits. These grants will be credited against fees due, termly in arrears, subject to receipt from SCC.

## 2. LUNCHES

Lunches may be taken by Sixth Formers who will sign for them in the Dining Room. These will be charged at £1.30 per meal taken, termly in arrears.

Year 10 and 11 pupils may opt to bring a packed lunch to school, in which case parents must apply using the form issued by the school. A discount of £80 will be applied in this case to the termly fees, in arrears.

## 3. DAY AND OCCASIONAL BOARDING CHARGES:

Supervision Mornings and after 5 p.m.	1.50 per ½ hour (min)
Mornings with breakfast	5.10
Afternoons per hour or part thereof to include tea, until 5 p.m.	5.10
Supper	5.10

Continued overleaf

#### 4. PAYMENT OF FEES

The school reserves the right to refuse to allow a pupil to attend school or to withhold any references while tuition or other fees remain unpaid. Tuition and other fees will not normally be reduced as a result of absence due to illness or otherwise. No reduction of fees will be made in respect of periods spent at home before, during or following public examinations.

#### 5. SURCHARGE

The above Tuition Fees apply only if the termly account is paid by no later than seven days after the due date printed on the account. Thereafter a surcharge of £2 per day will be levied separately on the Tuition Fees from the due date up to, and including, the date on which the account is settled, i.e. cheque cleared. However, we are pleased to be able to offer a scheme for the monthly payment of fees. Details are available from the Bursar.

#### 6. DISCOUNTS

- A. **Prompt Payment:** A discount of £10 is deductible from the tuition fee if the account is settled in full on or before the first day of term. This discount is not applicable to Nursery.
- B. **Brothers/Sisters:** When there are two or more brothers or sisters at the School, the tuition fee is reduced by 5% for the second and subsequent brothers or sisters. This discount is not applicable to Nursery.

#### 7. NOTICE

*A full term's notice in writing of the intention to withdraw a pupil must be given to the Headmistress. It is parents' responsibility to ensure the safe receipt of notice. Notice is always acknowledged in writing. Failure to provide the requisite notice before the first day of term will mean that a further term's fees will be payable.* For example, if a pupil is to be withdrawn at the end of the Summer Term, notice of his or her withdrawal must be received before the first day of that Summer Term otherwise the Autumn Term fees will be payable. *The only exception to this requirement is at the end of Year 13.*

The school's affairs are arranged on a termly basis and it is not therefore possible to reduce the amount of fees due or obtain a refund of fees paid, by withdrawal part-way through a term.

#### 8. INSURANCE OF PERSONAL EFFECTS

The School takes no responsibility for loss and/or damage to personal belongings, including clothing, however caused. Parents should ensure that they have adequate insurance cover for such occurrences.

#### 9. ILLNESS

A scheme is available for refunding fees when sickness or accident causes absence from school. The premium in respect of the School Fees Protection Scheme is an optional extra which will be charged unless notice is received that this cover is not required. If a pupil misses school for 5 days or more, including weekends, as a result of illness or accident, a refund of fees may be payable. Details may be obtained from the Bursar's Office, where claim forms are also available.

#### 10. PERSONAL ACCIDENT INSURANCE

A premium of £3.70 is an optional extra which will be charged unless notice has been received that this cover is not required. Full details are available from the Bursar's office.

#### 11. MINIBUS

Tadworth/Epsom Downs  
Kingston/Surbiton  
Ashted Station

£155 (Single) per term  
£155 (Single)  
£260 (Return)  
No Charge