

No. 2 little Street
Ermelo
Mpumalanga
2350



+27 60 289 9979
+27 61 615 5991
blessedperfectacademy@gmail.com

SCHOOL FEE POLICY

You are hereby notified of the following important matters regarding the payment of school fees:

At a management meeting determined in accordance with Section 39 of the South African Schools Act, 1996.

The school fees for 2015 are as indicated in the registration form.

In terms of Section 39 of the South African Schools Act, you are liable to pay these fees. In terms of Section 40 of the South African Schools Act, we may enforce this payment by taking legal action.

Should you be eligible for an exemption of the school fees, please contact the School management team for advice

The payment of school fees is, therefore, compulsory and fees are payable in advance, with the first payment falling due in January every year.

School fees are reviewed annually by the School Governing Body in consultation with the Parent Body.

As Blessed Perfect Academy is self-funding private school, failure to pay the school fees on time will result in the parent's notification from the school and later to debar their children from the respective grade.

Assistance /Exemption from the payment of School Fees cannot be considered for the school as we are private schools

School fees can be paid by one of the following methods:

- a. If school fees are paid in full by the last working day in every month, a 5% discount payment, may be deducted as discount in the case of School fees being paid in full.
- b. ***NB: A DISCOUNT OF 5% IS BEING OFFERED ON ACCOUNTS PAID BY DEBIT ORDER. THIS WILL ONLY BE DEDUCTED FROM THE ACCOUNT AT THE END OF DECEMBER PROVIDED ALL DEBIT ORDER INSTRUCTIONS ON THE ACCOUNT HAVE BEEN HONoured. SHOULD ANY DEBIT ORDER BE RETURNED UNPAID FOR ANY REASON, THE DISCOUNT WILL NOT BE GRANTED AND THE FULL ACCOUNT WILL NEED TO BE PAID. THE FINAL DEBIT ORDER IN DECEMBER WILL AUTOMATICALLY BE ADJUSTED TO ACCOMMODATE THE DISCOUNT WHERE APPLICABLE.***



- c. Cheque payment directly to the school or paid into the School's bank account. Direct deposit to the school's bank account.

Parents are advised that, for security reasons, cash payments for school fees will not be accepted at the School premises and parents are requested to make deposits directly into the school's bank account, details as follows:

BANK	
ACCOUNT HOLDER	<i>Blessed Perfect Academy</i>
BRANCH	
ACCOUNT NUMBER	
REFERENCE	<i>Name of learner</i>

Should school fees be paid directly into the Blessed Perfect Academy Bank account, a copy of the deposit slip must be sent to the school's accounts department.

Should funds be paid directly into the school's bank account by means of telephonic banking, internet banking or by any other direct means, the onus is on the parent to provide the relevant information to the school's accounts department so that such funds can be accurately allocated to the correct learner's account. Please ensure that your school fee account number /learner's name is used as a reference on all deposits.

- d. Monthly payments shall be payable on or before the 4th of each month. In the event of the parent failing to pay the monthly school fees on the due date, the full account will become due and interest at the rate of 15% per annum, compounded monthly, and calculated on the reducing balance outstanding from time to time will be charged. Should payments be made directly into the school's account for any other reason, e.g. stationery; trips, uniform etc, this is to be clearly marked as such or such payment will be credited to the school fee account. Should parents fail to pay the school fees on time, or pay such fees and monies on demand by the Principal or authorized representative, the Blessed Perfect Academy Management team will give parents who are in arrears 30 days written notice of its intention to institute legal proceedings. Parents will have 7 days from due date of the notice to pay the fees. Thereafter the case will be handed over to the school's debt collectors /attorneys to institute legal proceedings to recover the outstanding school fees. The parents will then become liable for the legal costs of collecting such fees and monies in accordance with the accepted attorney / debt collector / client scale.
- e. The Management team of the school shall have the right to amend the school fees as mentioned in paragraph above, and method of payment thereof, subject to proper consultation with the Parent Body. A term's notice (where possible) will be given in the event of the school fees being raised.
- f. **School fees:**, interest on arrears of school fees and any other monies collected by the school shall be paid in to the School Fund administered by the Management team and shall be entitled to apply such monies in the manner it deems fit, but subject to the conditions of the Education Act, in particular, and to an annual audit.
- g. In the case of divorced families, the parent/guardian making application for the learner to attend the School is to submit documented proof of who shall be liable for



the payment of the school fee account. Failure to submit such proof will result in the parent signing the application being held liable for the payment of such school fee account. Parents are however reminded that, in terms of the Act, both parents are both jointly and severally, responsible for the payment of school fees.

- h. Should parents not be in a position to pay the stated school fees to the School, they may, in terms of the South African Schools Act, apply for exemption from the payment of school fees. It is the responsibility of the parent to advise the school of such circumstances and to submit a formal application for assistance. The school will only advise the parent/s but will not cancel the debt

NOTICE

Parents shall give one calendar month's written notice before removing their child from the school and this obligation shall be applicable irrespective of the reasons for the removal of the child from the school. This is not applicable to Grade 12 learners leaving at the end of their final year at the school.

Parents, who fail to give the required written notice to the school, will be held liable for one month's School fees in lieu of the notice period.

In the event of the parent removing the learner from the School in the month of October / November, the parent shall be liable for the full fees.

It is hereby recorded that the school depends on the adequacy of amounts standing to the credit of the School Fund. The School Fund is funded predominantly by the parents of the learners.

Subsidies and loans are only granted in exceptional circumstances and the School can, therefore, not readily rely on State aid.

Failure by parents to pay School Fees and other monies owing to the School on time will result in financial hardship to the School and possible closure of the School. The parent/s therefore undertakes to pay School Fees and other monies owing to the School.

On enrolment of the learner to the school (grades R - 7) a R 0000 () monthly for 12 months and (grades 8) R000 () and R0000 non-refundable registration fee is to be paid to the school account and proof of payment should accompany the registration form. This amount will be credited to the relevant school fee account in January the year the learner starts the schooling at Blessed Perfect Academy.

An amount of R 00.00 () non-refundable termly Computer Centre fee is due and payable by all learners attending the school.

To avoid the hassle of refunds and underpayment of fees, all parents are advised to check the required amount to be paid well before making payments the school will not be accountable for over payment of school fees.



No cash payment should be made on the campus or to any personnel working for Blessed Perfect Academy except exceptional cases like payment for trips and excursions

It is important that ALL parents complete and return the tear-off slip by __ January 20__ as proof of acknowledgement and understanding of the School Fees Policy of Blessed Perfect Academy

The School Management team would like to thank the parents for their co-operation in the payment of school fees.

It is through the prompt payment of school fees that Blessed Perfect Academy is able to continue delivering quality education by highly competent and caring educators in a safe learning environment.

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SCHOOL FEE POLICY – 20__

SCHOOL FEE / LEARNER'S REG. NUMBER: _____

I/we, _____ ID number/s _____

(FULL NAMES)

being the responsible parent(s) / guardian(s) of pupil,

_____ (FULL NAMES))

(in Grade _____ acknowledge and accept the 20__ School Fees Policy of Blessed Perfect Academy

SIGNATURE: _____ DATE: _____

(Please print legibly)

