

## ST BERNARD'S PREPARATORY SCHOOL



### **Fee Structure** **September 2023 - July 2024**

Early Years Dept (Full-Time)	£3,690 per term
Early Years Dept (Part-Time)	Pro-Rata - <b><i>Over Six Sessions per Week</i></b>
Or	£40 per session- <b><i>Less Than Six Sessions</i></b>
Years 1 and 2	£3,915 per term
Years 3 and 4	£4,220 per term
Years 5 and 6	£4,395 per term
Sibling discounts per term	£155 for a second child
	£170 for a third child
	£190 for a fourth child

All fees are inclusive of lunch

#### **Payment terms**

Please note that fees are due no later than the FIRST DAY of each term. All fees must be paid by bank transfer to Barclays Bank Account Name "St Bernards Prep School", Sort Code 20-72-17, Account Number 30588172 with your child's name as the reference.

#### **Additional Charges**

Pupils from Lower Trans (Year 3) upwards are required to purchase, for their personal use, some stationery supplies. These items must be purchased through the school. Breakfast club, Homework club and After School club are charged per session and can be booked on ParentMail, as well as After School Clubs, see Parents section of the website. Music lessons are charged by the external provider.

#### **Instalments**

If you would prefer to pay in instalments please contact the Bursar, [bursar@stbernardsprep.org](mailto:bursar@stbernardsprep.org).

#### **Debt Policy**

St Bernard's Debt Policy is strictly adhered to. Late payment and interest charges will apply on all accounts that are not paid on time. The school will seek payment through third party debt agencies in the event of non-payment of fees. The [policy](#) and [parent contract](#) are available on the school website.

#### **Terms Notice**

A full term's notice of intention to remove a pupil must be given in writing, or payment of the full fees will be requested.

**Early Years Funding**

15 hours funding (universal entitlement) will be automatically applied to your invoice if your child is aged 3-4. Please note that you are required to attend 6 sessions (18 hours per week) and you will therefore be charged for the term's fees less the funding amount.

30 hours funding (extended entitlement) for those families who are eligible, parents must apply in advance. Once eligibility has been confirmed the termly funding amount will be applied to your invoice. We require that you attend 10 sessions (37.5 hours per week) and you will therefore be charged for the term's fees less the funding amount.

The Early Years Funding provision starts in the term after the child becomes three until the child reaches compulsory school age at the beginning of term following their fifth birthday.

Please see the [website](#) for full details and relevant forms.

**Childcare vouchers/Tax-Free Childcare**

We accept childcare vouchers, tax-free childcare & national savings payments towards school fees for the terms which start before the child reaches age 5. After which time, they may only be used for music lessons or after school clubs.