



**Barnet Hill Academy**  
FAITH • EXCELLENCE • KNOWLEDGE

# Fees Policy

01 Mar 24

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## Introduction

Barnet Hill Academy is committed to providing clear and concise information so that parents are well-informed before entering upon an agreement, as this is essential to the efficient management of the school and delivery of education. The purpose of these Terms and Conditions is to highlight the conditions on which we provide education.

### Aims and Objectives:

- The objective of this policy is to ensure there is clarity and consistency in terms of our approach and methodology; it is imperative that standard processes exist and all parties involved are aware of this.
- This policy aims to ensure a robust and fair approach to the method by which we deal with our parental body.
- In sharing this policy, we are guided by and guide our parents to the Islamic principle of Sidq, and the Amaanah that is between two parties when a financial transaction takes place.
- In setting out our terms and conditions, we aim to provide a sustainable educational future for our community and for the children under our care.

## REGISTRATION AND ADMISSIONS

### Applying to BHA:

Applicants will be considered as candidates for admission and entry to the Academy when the Application Form has been completed and returned to us, and payment of the non-refundable Application Fee has been made. Admission will be subject to the availability of a place and the pupil and the parents satisfying the admission requirements at the relevant time.

The admissions requirements are set out in the school's Admissions Policy current at the time and published on the Academy's website. Admission occurs when parents/carers accept the offer of a place, entry occurs on the date when the pupil attends the school for the first time under these Terms and Conditions.

- Academy fees are due a term in advance, and all fees are non-refundable.
- Term dates are published on the Academy's website in advance for all interested parties to view and note.
- Parents should ensure they are familiar with the school's **Admissions Policy** and **School Fees Schedule** in conjunction with the **Fees Policy** – these can be found on the Academy's website.
- Once parents/carers accept the offer of a place at the Academy, it is understood that all Terms and Conditions have been read and accepted.

## Mid-Term Registration

Fees will be due from the start of term (or Half-term), regardless of when enrolment commences.

## Withdrawal

- Parent's wishing to withdraw their child from the school must provide a full term's notice in writing, via email, to the school Bursar notifying of their intent to withdraw. Where the requisite notice has not been provided as stated, fees in lieu of notice are payable in full.
- Any pupil deposits in hand will be refunded at the end of a child's enrolment at the Academy. The deposit will only be returned if there are no outstanding fees/costs.

## FEES

### Payment of Fees

Fee arrangements including its rates, subsidies, and schedule are reviewed annually and are subject to change.

Payment Schedule	Due by
Annual Fees (One-off Payment)	15 <sup>th</sup> June
Termly Fees	5 <sup>th</sup> June / 5 <sup>th</sup> October / 5 <sup>th</sup> February
Monthly Fees	5 <sup>th</sup> of each calendar month

- The fee year starts from June and ends the following year in May.
- All payments are made termly in advance.
- Monthly and termly payments are required to be made via GoCardless.

### Fee Contracts

It is an important and established principle in Islamic practice that whenever agreements are entered into, they are documented and signed. In undertaking to adopt this principle we have created a written contract concerning the services provided in respect of the enrolment of students at Barnet Hill Academy and fees due thereof.

- Contracts must be signed annually via the Academy's online contract system (SignRequest).
- Failure to sign the contract annually or by-passing required fields outlined in the contract, is grounds for immediate withdrawal of an offer of an Academy place.

## **Fee Compliance**

A full fee schedule is available for download. Failure to settle fees on time or settle/purchase additional resources, materials or trip payments may ultimately result in permanent exclusion from the Academy. Upon successful enrolment, parents will be deemed as accepting these and all Academy regulations.

- Persistent late payments will result in commencement of the deregistration process from the school.
- Persistent non-payments will result in immediate deregistration.
- In exceptional circumstances and with written prior agreement, parents may be offered a short grace period at the discretion of the Bursar.
- An agreement with a third party to pay the fees or any other sum due to the school does not release the parents from liability if the third-party defaults and does not affect the operation of any other of these Terms and Conditions.

## **Refund or Waiver (of School Fees)**

Fees will not be refunded or waived if:

- The pupil is absent through illness; or
- A term is shortened; or
- The school is temporarily closed due, for example, to adverse weather conditions; or
- For any other reasonable reason such as: lockdown, DfE or Government guidance.

This list is non-exhaustive.

## **Subsidies**

- Parents should ensure that they have the resources to settle the published fees in a timely manner.
- Limited bursaries are available via the Academy only in exceptional circumstances. Further information can be obtained from the school Bursar.
- There is a sibling subsidy for a second or subsequent sibling while the older sibling is in attendance at the school.
- Option A on the 'Contract of Agreement', which includes a 5% subsidy, is only available until the published date written on the contract. This subsidy is no longer valid after the published date has expired.

# School Fees Schedule

## Academic Year: 2024 - 2025

### Application Fee

A one-off Application Fee of £100 is payable when registering your child's entry to the Academy. This Application Fee is non-refundable.

### Registration Fee

A Registration Fee of £250 is payable when your child is first accepted at the Academy. This Registration Fee is non-refundable.

### Deposit

A deposit of £250 is required when a parent accepts the offer of a place. The deposit is only returnable when a child leaves the Academy (see 'Withdrawal' in T&Cs).

### School Fees

All fees are payable via GoCardless and are payable one term in advance. Payment via direct bank transfer may be possible on prior agreement for annual payments only – please speak to the school Bursar for more details.

The basic fee covers all educational costs however additional charges are made for uniforms (compulsory) via the school's uniform supplier, Price & Buckland. Students not in school uniform may be temporarily excluded from the school until such time as the full school uniform attire is worn (full details are contained in the school's Uniform Policy which can be found on the Academy's website).

**The fees published below do not include uniforms, extra-curricular activities or trips.**

**Fees and related charges:** This table explains expected costs to the parent/guardian.

School Fees	*Year Reception	£5,445	/ Annum
	Years 1 – 6	£5,445	/ Annum
Application Fee	New pupils only	£100	Non-Refundable
Registration Fee	Upon acceptance of a school place	£250	Non-Refundable
Deposit	Upon acceptance of a school place	£250	Refundable

**Sibling Concessions:** This table clarifies concessions applied to 2<sup>nd</sup>, 3<sup>rd</sup> and subsequent children.

1 <sup>st</sup> Child	*Full Fee Year Reception	£5,445
	Full Fee Years 1 – 6	£5,445
2 <sup>nd</sup> Child	Concessionary Rate	£4,568
3 <sup>rd</sup> and Subsequent Children	Concessionary Rate	£4,148

\*The annual fee for Year Reception is charged upfront. Fees are then reviewed in the Autumn and Spring Terms once funding is confirmed via local council, and adjustments are duly made to take into account government funding based on the student's date of birth (see the EYFS Fee Schedule). Where an amount is due back, this will be offered as a refund.