



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

# Fees Policy

2 Mar 2022

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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 parental body 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 Admission

### Application for entry to BHA:

Applicants will be considered as candidates for admission and entry to the Academy when the application form has been completed and returned with payment of the non-returnable application fee. Admission will be subject to the availability of a place, and the pupil and the parents satisfying 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 BHA 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 BHA website.
- Once parents/carers accept the offer of an academy place 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 with notification of their intent to withdraw. Fees in place 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 all other outstanding fees/costs have been settled.

## 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	5 <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 by GoCardless

### Fee Contracts

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

- No bursaries or scholarships are available via the Academy.
- Parents are requested not to appeal for a bursary, subsidy or scholarship, and should ensure they have the resources to settle the published fees in a timely manner.
- 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: 2022 - 2023

### Application Fee

A one-off fee of £100 is payable when registering your child's entry to the Academy. The application fee is non-refundable.

### Registration Fee

A fee of £100 is payable when your child is accepted at the Academy. The registration fee is non-refundable.

### Deposits

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 by 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, a limited number of specialist books are required to be purchased by parents, which remain with students. These costs are limited but necessary and **must** be purchased at the request of the school, normally at the beginning of the academic year or during the first term. Additional charges are made for uniforms (compulsory) and school lunches (parental choice) on an individual basis.

### Published fees do not include text books, uniforms, stationery items, extra-curricular activities or trips

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

School Fees	*Year Reception	£4,950	/ Annum
	Years 1 – 6	£4,950	/ Annum
Application Processing Charges	New pupils only	£100	Non Refundable
Registration Fees	Upon acceptance of a school place	£100	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 Yr Reception- Yr 6	£4,950
2 <sup>nd</sup> child	Concessionary Rate	£4,200
3 <sup>rd</sup> and subsequent children	Concessionary Rate	£3,800