



## **PAYMENT OF SCHOOL FEES for the 2019-2020 ACADEMIC YEAR**

### **Lower School (Nursery School and Reception Classes):**

Payment of school fees is on a monthly basis, in advance please, and is due no later than the 10th of each month. Fees are payable for 11 months of the year, from September to July inclusive, with no payments made in August (assuming you have been enrolled for the full academic year, otherwise August is payable).

It is your responsibility to ensure that your fees are up to date at all times, especially if you are going away on holiday. We do not send regular invoices unless fees are late. If fees are consistently late there is an added 5% surcharge to the amount owed.

<b>7.45am – 12.30pm</b>	<b>£1,300 x 11 months</b>
<b>7.45am – 2.15pm</b>	<b>£1,550 x 11 months</b>
<b>7.45am – 3.45pm</b>	<b>£1,650 x 11 months</b>
<b>7.45am – 4.30pm</b>	<b>£1,665 x 11 months</b>
<b>7.45am – 5.30pm</b>	<b>£1,680 x 11 months</b>
<b>1.30pm – 5.30pm</b>	<b>£1,000 x 11 months</b>

### **Upper School (Years 1 and 2):**

Payment of school fees can either be done on a yearly basis, termly basis or monthly basis and is to be in ADVANCE please. If paying monthly, the fees are due by the 10th day of each month.

**£18,420** per academic year

**£6,140** per term

**£1,675** per month x 11 months

### **By Cheque:**

Cheques should be made payable to Hampstead Hill School and can be delivered to the admin desks at school, or by post to The Bursar, Hampstead Hill School, St Stephen's, Pond Street, London NW3 2PP. Please note - we no longer accept cheques as payment for clubs or activities, these payments can be made by Bank Transfer or Credit/Debit card at the Admin desks.

### **Standing Orders:**

If you wish to set up a standing order please remember to include the child's LAST name as a reference on the standing order form. Our account details are as follows:

Bank: METRO BANK

Account Name HAMPSTEAD HILL SCHOOL LTD (FEES)

Account Number: 14529918

Sort Code: 23-05-80

Reference: CHILD'S LAST NAME

## **PAYMENT OF SCHOOL FEES for the 2019-2020 ACADEMIC YEAR**

### **NEW - TAX FREE CHILDCARE**

We have now been registered by the Government for Tax Free Childcare.

You'll be able to open an online account, which you can pay into to cover the cost of childcare with us as a registered provider.

To qualify, parents will have to be in work, and each earning at least £120 a week and not more than £100,000 each per year. For every 80p you or someone else pays in, the government will top up an extra 20p. The government will top up the account with 20% of childcare costs up to a total of £10,000 - the equivalent of up to £2,000 support per child per year (or £4,000 for disabled children). To sign up please visit: <https://childcare-support.tax.service.gov.uk/par/app/applynow>

### **Childcare Vouchers:**

We still accept all private Nursery Voucher schemes offered by employers, if you wish to use these vouchers please come and see Lewis or Sian at the admin desk. Please make sure your child's name is referenced in voucher payments. Thank you.

### **Sibling Discount:**

The following discount will be applied to any additional children from the immediate family who join the school:

7.45am – 12.30pm	£100 per month
7.45am – 2.15pm	£120 per month
7.45am – 3.45pm	£140 per month
7.45am – 4.30pm	£145 per month
7.45am – 5.30pm	£150 per month
1.30pm – 5.30pm	£70 per month

### **School Trips:**

Additional charges may be levied for some school trips. We endeavour to keep these chargeable trips to a minimum but where entrance fees are payable it is sometimes necessary to ask for a contribution.

### **Notice Period:**

#### **Lower School -**

Three month's notice period is required, in writing, before a pupil is withdrawn or fees will be charge in lieu. The school is not under any obligation to keep a child's place open if fees are unpaid or in arrears, unless a special arrangement has been made.

#### **Reception Year & Upper School –**

One term's notice period is required, in writing, before a pupil is withdrawn or fees will be charge in lieu. The school is not under any obligation to keep a child's place open if fees are unpaid or in arrears, unless a special arrangement has been made. If you have any problems paying your school fees, or would like to arrange a different system of payment, please see Lewis or Sian at the admin desk.