



Bales College

INDEPENDENT SCHOOL & SIXTH FORM COLLEGE IN LONDON

Fees for academic year September 2020 to July 2021; and Enrolment Conditions.

Section A: fees and charges – Years 7 to 11

Registration fee: This is paid once only at the time of first enrolment.

For UK/EU nationals:	£ 140
Students on T4 visa:	£ 620

Deposit: Returned at the end of the course less any expenses incurred by the student: £ 500

Term fees:		
	Years 7, 8 and 9	£ 3,850
	Years 10 and 11	£ 4,050

Lunch:

Autumn term	£ 324
Spring term	£ 230
Summer term	£ 256

Annual reduced charge if paid in a single payment by 1st September 2020 £ 761

Examination entry fees:

Fees are payable for GCSE, AS and A2 examination entries at the time of entry:

Amount for each GCSE subject: £ 45

Uniform

Uniform charge (blazer, jumper, tie, badge): £ 80

Books

We provide writing books for no charge and textbooks on loan. Those not returned at the end of the year, or are too damaged, are charged for at cost.

Trips

We will provide educational day or half-day trips for no charge unless there are special entrance charges to places that should reasonably be met by the parent, in which case a charge will be made to the parent. For longer excursions, prices will be notified well in advance.

Section B: when payments are made

Initial payment at enrolment

When a place is offered, enrolment is made by completing this form and returning it together with payment of the registration fee, £140, and the deposit, £500. The total amount is £640. It is non-refundable if the student does not subsequently attend. Otherwise it is refunded at the end of the course less any deductions.

For enrolment, £640 must be paid directly to our bank, details below



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Term payment

Fees are to be paid in advance three times per school year on the due dates:

Friday 21st August 2020
Friday 4th December 2020
Friday 12th March 2021.

These dates do not correspond to the academic term dates that vary year to year. For students joining during a term, one full term of fees is payable upon enrolment.

Section C: method of payment

Direct payment to College bank – via payee's own bank. Your bank should be instructed to pay to the following account, stating the **name of the student** on the reference or narrative.

Bank Sort Code	09-01-29
Bank Name	Santander
Account Name	Bales College
Account Number	2037 8431

Section D: enrolment conditions

1. **Fees.** These are to be paid in accordance with the information given on this fees notice.
2. **Due dates.** Fees are to be paid on or before due dates given above.
3. **Late Payment.** Term fees that are paid after the due date will incur a surcharge of 2% per month added to the fees over the period from due date until actual payment is made.
4. **Suspension for non-payment.** If payment has not been made within four weeks of the due date, the College will require the student to be suspended from the course until fees are paid.
5. **Fee Increase.** The College reserves the right to increase fees by giving one term's notice of intention to do so.
6. **Notification by parent of termination of enrolment.** Enrolments are accepted on the basis that students may be withdrawn from the College by giving one term's **written notice**, or fees are to be paid for the next term in lieu of notice. All enrolments therefore are initially for a minimum of two terms. The period of enrolment continues until either the end of year 11 or the end of year 13 or is terminated as above. As a guide, written notice of termination of enrolment during the calendar years 2020 and 2021 must be received by the following dates:

Departure at Christmas 2020	–	give notice by 1 st September 2020.
Departure at Easter 2021	–	give notice by 18 th December 2020
Departure at summer 2021	–	give notice by 31 st March 2021

The equivalent dates apply to future years.

7. **Forms.** The parent is to provide any information required by the College in the normal process of teaching and education of their child in initial forms such as this one and for any subsequent request, such as change of address and contact details, on student medical issues, on study data such as examination or test results, on conduct and behaviour, and on any external educational testing such as by an educational psychologist or advisor.



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8. **Uniform.** Students must wear the school uniform at all times when inside the College premises, and travelling to and from home. The cost for the blazer, jumper, tie and badge is to be paid with the registration fee. It will wear, and must be replaced as soon as the student wears it out or has grown out of it, or an item has been lost. The cost of uniform provided to students is added to the amount due each term. This includes replacement of lost ties.
9. **Lunches.** We expect that students should have a meal in our canteen at lunchtime, for nutritional and social reasons. All year 7 and year 8 students must have lunch in our dining room and payment has to be according to the charges listed above. For other years, a packed lunch can be brought from home and eaten in the currently designated room.

Years 7-9: students must opt for one of the above, and cannot leave premises during the day.

Years 10-11: parents can give written permission for student to leave premises for a short period at lunch time.

10. **Attendance.** This must be on every day of every term, in time for morning registration.
11. **Students enrolled on CAS (Tier 4 visa)** pay the first year annually in advance at the rate of £3,850 or £4,050 per term, and revert to the same conditions as UK students in the second and subsequent years. **Registration fee for CAS students is £620.**

Section E: starting date

The first day of the Autumn Term 2020 is Wednesday 2nd September 2020.

For any other starting date as arranged with the college, please enter the date here.....

Section F: declaration and signature

Parents must read all of this enrolment document, read the declaration below, sign as indicated below and return signed copy to the College

I agree that my child will arrive at Bales College on time for each morning registration, correctly dressed according to the College Uniform Policy, with correct materials according to the College Materials Policy, and my child will attend every day of each term unless illness prevents attendance, and I will not take my child out of school for any holiday during term time.

I have read, understand and agree to abide by the enrolment conditions as stated on this enrolment document.

Other forms to be completed at enrolment and updated as necessary during the period of enrolment include admission data form, medical form and annual trip form.

Parent

Name Signature Date

Parent

Name Signature Date

Name of student.