



School Fees from September 2016

ARDINGLY COLLEGE

HAYWARDS HEATH, WEST SUSSEX, RH17 6SQ

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SCHOOL FEES – From September 2016

Registration Fee (non returnable)	£100
Confirmation of Entry Deposit	£1000
CAS administration charge (Tier 4 Visa)	£500

For parents resident abroad an additional deposit may also be required of one term's fees less the entry deposit of £1000

SENIOR SCHOOL

Boarding Pupils (6 th Form)	£10,710 per term
Boarding Pupils (Shell – 5 th)	£10,160 per term
Flexi Boarding (Shell – 5 th)	£ 8,370 per term
Day Pupils (6 th Form)	£ 7,870 per term
Day Pupils (Shell – 5 th)	£ 7,460 per term
Occasional Boarding	£ 48 a night

PREP SCHOOL - CONTRACTED

Boarding weekly - 1 nights	£ 240 per term
- 2 nights	£ 470 per term
- 3 nights	£ 710 per term
- 4 nights	£ 940 per term
- 5 nights	£ 1,180 per term
Day Pupils (Years 7-8)	£ 5,050 per term
Day Pupils (Years 5-6)	£ 4,930 per term
Day Pupils (Years 3-4)	£ 4,020 per term
Occasional Boarding	£ 36 a night

PRE-PREPARATORY

Years 1 & 2	£ 2,800 per term
Reception	£ 2,800 per term
Nursery & Pre-Nursery	
Full 5 days per week	£ 2,800 per term
Half day 5 days per week	£ 2,150 per term
Nursery & Pre-Nursery additional sessions	
08.45 -12.45	£ 39.00 per session
12.45 -15.15	£ 23.00 per session
Full day	£ 51.00 per day
After school care Pre-booked	
15.15 - 16.30	£ 5.00 per session
16.30 - 18.00	£ 5.50 per session
After school care Occasional	
15.15 - 16.30	£ 6.50 per session
16.30 - 18.00	£ 6.90 per session

It is stressed that these fees are *inclusive*, i.e. they include all accommodation, normal academic costs (excluding external trips) and appropriate meals. The only extra expenses, mostly charged in arrears on School accounts, are mentioned later.

PAYMENT OF FEES (applicable to all)

- If you pay by Direct Debit: The instruction you sign authorises payment to the College. You will be notified of the amounts and dates to be taken.
(UK bank accounts only)
These are collected in three monthly instalments each term being 40%, 30% and 30% of the term's invoice.
- If you pay by UK Bank Transfer or by International Transfer: Please note our bank details – see next page.
- If you pay by sterling cheque: Please make cheques payable to **Ardingly College**.
- If you pay by Credit/ Debit card: The College accepts all major credit / debit cards inc. American Express (rates chargeable for credit cards)

Unless arrangements have been made to pay by direct debit all fees must be paid on or before the beginning of the term for which they are due. Cheques should be made payable to '**Ardingly College**' and sent to the Accounts Dept.

Fees are normally reviewed annually during the Lent Term for implementation the following September, but the School Council reserves the right to alter the fees as necessary to reflect changing circumstances, and will give as much notice as possible.

All fees are due for payment in £UK. We regret we cannot accept payment in other currencies. To avoid possible losses caused by variations in the rate of exchange, cheques and transfers must be made in pounds sterling. Please note that the College will not be responsible for bank charges incurred in the transfer of fees. Where these are not paid at the time of issue they will be deducted from the deposit at the end of the student's course. **We regret we cannot accept Euro-cheques.**

In accordance with the Standard Terms & Conditions, signed by all parents, the School Council reserves the right to levy a late payment charge of 1.5% per month on any unpaid fees; a notice to this effect is also printed on the School accounts. In addition a pupil may be excluded from the school at any time when fees are unpaid will be deemed withdrawn without notice 28 days after exclusion.

Parents must give a full term's notice in writing to the Headmaster before withdrawing a pupil from the School, changing status from boarding to day, or ceasing music or other individual lessons, or a term's fees must be paid in lieu.

Please note that if a child has been in boarding in the College for the Michaelmas and Lent terms, the Trinity term fee which will apply to that child, irrespective of whether he or she boards or transfers to a day pupil, will be the same boarding fee as for the prior two terms.

PARENTS RESIDENT ABROAD

From time to time some parents resident abroad, without guaranteed funds in a UK bank account, have experienced serious difficulty in overcoming currency control restrictions in respect of the payment of School Fees. For this reason they have been unable to comply with the School Council's requirement that fees must be paid on or before the start of each term. **Therefore an additional deposit may be required of one term's fees less the Confirmation of Entry Deposit.**

These fees will be held separately and used to offset the final term's account. This sum is returnable in the event of the child not joining the School but the confirmation of entry deposit is subject to the conditions stated on the registration form.

We strongly recommend that parents transferring money from overseas accounts do so by electronic bank transfer rather than by sending a cheque. Bank charges to process a cheque are very expensive and we will only credit your account with the sterling amount actually received after charges. The cheapest and most convenient method of paying fees (and the deposit) is by direct bank transfer.

Our bankers are:

Lloyds TSB Bank PLC	Haywards Heath Business Centre
Bank Account Name:	Ardingly College Ltd, Scholar's Account
Bank Code:	30-18-30
Bank Account Number:	01697259
Swiftcode:	LOYDGB21173 – for International transfers
IBAN:	GB03 LOYD 3018 3001 6972 59 – for transfers within the EU

When paying by bank transfer please quote the student's name. Please send a copy of your bank transaction to the Accounts dept.

ADDITIONAL EXPENSES

Individual Tuition - Payable in advance:

Instrumental Music Tuition	£ 245 for 10x30 minute lessons
Instrument Hire	variable dependent on instrument
Special Needs or extra ESL Tuition	£ 22.60 per 30 minute lesson

Personal textbooks purchased for pupils to annotate and keep (e.g. important textbooks for GCSE, IB and A/AS Level studies) are charged at cost price, but normally school textbooks are provided without charge as long as the book is returned unmarked and in good condition, otherwise the book will be charged as an extra at cost price.

There is a termly levy for House Funds of **£15** for all Senior School Day Houses, **£20** for boarding houses & **£22.50** for Woodard Sixth form houses. These funds are given directly to the House Staff to spend on the pupils in their houses.

Other items include specific disbursements made on behalf of a pupil, e.g. taxis and other travelling expenses, costs of external trips / expeditions, theatre tickets, individual sports coaching, fees for external examinations, readers & scribes, extra individual tuition, damages, postage, telephone charges, etc.

Old Ardinian Life Membership Subscription - A charge of £225 is made across the pupil's invoices from Shell to Upper Sixth form (normally £15/term). Should the pupil leave earlier or choose to opt out from the subscription then an adjustment will be made to the final invoice or refund applied as required.

Pupil Bussing

Daily morning, afternoon and two-way Contracts are charged at a fixed price for the term. All journeys made by Occasional passengers are registered by the driver and the total owed is calculated at the end of each term. 'Occasional' passengers ie those without a daily morning, afternoon or two-way contract, are charged the Zone price plus a premium per journey. Routes and fares are reviewed annually in July. All fares are charged *in arrears* and added to the student's school bill at the end of each term.

Further information can be found on the college website at <http://www.ardingly.com/Travel-and-Transport>.

INSURANCE

Personal Accident Insurance – The College provides insurance that offers comprehensive worldwide cover during the term and holiday periods and includes emergency dentistry as result of an injury. This is included in the normal tuition fee.

In addition the school can arrange a variety of insurance cover at competitive rates. Details of these schemes are sent to parents of pupils before entry, or can be obtained from the Accounts Dept.

Reimbursement of School Fees - Insurance that provides reimbursement of fees in case of absence from School through illness. The school cannot grant remission to those parents who do not opt to join this insurance scheme.

BUPA Health Insurance - Private medical cover enables visits to specialists, hospital treatment etc., to be secured for your child as and when convenient. There are special rates for schools.

Personal Belongings Because of the wide variety and value of personal belongings that pupils bring to and from school on a regular basis, the school is unable to insure the personal belongings of the pupils at school. **Parents should ensure that adequate insurance is arranged to cover all the personal belongings of their children.** In most cases this can be provided as an addition to a normal Household Effects insurance policy.