



FEE PAYMENT OPTIONS 2017/2018

Fees and charges for school lunches are invoiced prior to the beginning of each term. Each invoice will include the extra charges accrued for the previous term plus advance charges for items such as residential trips.

Fees may be settled in either of two ways:

Option 1:

The invoice should be paid in full **on or before the first day of term** by either direct bank transfer or cheque. If paying by direct bank transfer please quote your account number as a reference to ensure the correct allocation of funds. Our bank details are printed on the invoice. Due to security and the stringent rules on money laundering we are unable to accept cash as payment for fees.

Option 2:

The entire academic year's fees and lunches may be paid monthly by ten equal instalments of £1762 which will be collected by direct debit, starting with a first instalment collected on 30th August 2017 and thereafter on or around the 30th day of each month.

We are unable to adjust the monthly payment for parents receiving the early years funding, but the reduction in fees means the total balance will be paid earlier.

If you wish to take advantage of our instalment payment option for the new academic year starting in August 2017, please complete the direct debit mandate and return to me through the school office.

Please note that there are no additional charges for the direct debit scheme. If you are currently using this scheme, you need take no further action.

In line with school policy on reducing the number of letters sent by post, we will send the termly fee invoices and financial information by the email addresses held at school.

Obviously this will not suit all parents and for those who would like to receive the invoice and financial information by post, please let me know.

If you have any questions I can be contacted by email louise.doughty@gardenerschools.com or by telephone on 020 3249 7744

Thank you

Louise Doughty

Louise Doughty
Finance Officer