



CLAYESMORE

FEES & CHARGES Academic Year 2022/23 – Spring 23

TERMLY FEES

		£ per term
SENIOR SCHOOL (Years 9-13)	Boarders	12,608
	Day	9,252
PREP SCHOOL (Years 3-8)	Boarders (Years 3-8)	8,708
	Day (Years 5-8)	5,750
	Day (Year 4)	4,845
	Day (Year 3)	4,498
PRE PREP SCHOOL (Year 1 & Year 2)	Day (8.00am to 3.30pm)	2,675

ADDITIONAL PRE PREP CHARGES (Year 1 & Year 2)	£ per session/per term
After School Club (3.30pm-5.00pm)	Currently Free of Charge
Supper Club (5-6pm) (includes supper)	84
NB: For emergency/last minute bookings, an additional £3 will be added to cost of the session.	

REGISTRATION FEES AND DEPOSITS

		Pre Prep/Prep £	Senior £
Registration fee	UK pupils	100	100
	Overseas pupils	200	200
Deposit	UK pupils	500	1,000
	Overseas pupils	^One term's fees	^One term's fees

The registration fee must accompany a registration form, before a pupil is registered.

A deposit is payable before entry to confirm acceptance of the offer of a place. The deposit must accompany the signed Parent Contract and a place is not confirmed until the deposit is received. Deposits for UK pupils will be offset against the final term's account. ^For overseas pupils, one term's fees is required up front, to be offset against the final term's account. When transferring from Prep to Senior school, only the balance between the deposit paid at the Prep School and the deposit due at the Senior School is payable, although the full amount is forfeited if your child does not then take up this place.

ADDITIONAL CHARGES

Guidance on additional charges and extras is shown below.

Music Lessons

Senior School	£29.00 per lesson
Prep School	£23.90 per lesson
Pre-Prep School	£18.30 per lesson
Instrument Hire	£32.00 per term per instrument (<i>including insurance cover</i>)

Learning Support Lesson Charges

Pupils are assessed by the Teaching and Learning Centre (TLC) and a termly fee agreed with parents, depending on each individual pupil's needs. Once agreed with parents, a term's charge will be applied in advance. The following bands apply:

	Prep School (Years 3-8)	Senior School (Years 9-11)
	£	£
Band 1	725	750
Band 2	1,050	1,090
Band 3	1,460	1,575
Band 4	2,095	2,255

Speech and Language Therapy lessons are available at £50 per lesson.

Preparation of SEN applications for military pupils will be charged at £50 per hour, to a maximum cost of £250 per application.

Senior School Additional Tutoring Years 12 & 13 (including TLC charges)

1 pupil	£37.50 per lesson
2 pupils	£19.35 each per lesson
3 pupils	£16.25 each per lesson
4 or more pupils	£13.25 each per lesson

English as an Additional Language Charges

Pupils will be placed on either a Standard Band or an Accelerated Band depending on their individual needs. The band is determined by their language ability, how long they will be attending the school and the exam for which they are studying.

	Prep School	Senior School
Standard Band	£725 per term	£750 per term
Accelerated Band	£1,455 per term	£1,485 per term

Access arrangement assessments for external examinations for non TLC pupils is £100; access arrangements for TLC pupils is covered by the Banding system.

Speech and Drama (LAMDA) Lessons

Prep School	Individual lessons £26.90 per lesson
	Paired lessons (Years 5-8) £13.45 each per lesson
	Group lessons (Years 3 & 4) £7.15 each per lesson
Senior School	Individual lessons £32.50 per lesson
	Paired lessons £16.25 each per lesson

Occasional Boarding

The Prep School offer part time boarding for 1 to 3 regular set nights per week, booked by term.

If bed space is available, the Prep school may permit "occasional" nights boarding, which is charged at a rate of £48.00 per night.

Day pupils in Senior School may stay for an occasional night, subject to availability of beds, at a charge of £48.00 per night.

External or Additional Sports and Activities

Both the Senior and Prep Schools arrange a wide variety of activities, such as the Duke of Edinburgh Award Scheme, horse riding, certain specialist individual coaching, life-saving, squash and sailing. Parents are always consulted before such activities are booked and costs advised at that time. For those pupils participating in the CCF there is a standard subscription of £10 per term. Significant amounts of expensive equipment are issued to pupils and this will be charged for if lost or not returned to the CCF Stores. Appropriate private insurance to cover such risk is strongly advised.

LEX Activities

The school offers a comprehensive LEX programme providing a core of non-chargeable activities and a selection of chargeable pursuits. Some chargeable activities are payable termly in advance; parents will be advised of these activities, other chargeable activities can be added to the termly fee bill, with parental agreement.

Taxis and Rail Transport

Arrangements can be made for transport of pupils to medical and other appointments provided prior written permission is granted.

Daily Mini Bus Transport Service

Full details of rates and fees are available on the school website. A full term's notice is required to cancel a regular booking. The School must acknowledge such notice before charges will cease.

Prep School Additional Charges

Extra charges are usually notified to parents beforehand. External examinations, including Common Entrance, are charged as they fall due, as are some reference materials e.g. Music. Prep School boarders who remain in school at weekends will incur a variable small charge for a group outing on Sunday.

Prep School Parents' Association

This is a current parents' group formed to support the Prep School via social and fundraising events. An optional subscription of £10 per family is automatically charged each term.

Senior School Additional Charges

There are a number of trips, events and extra purchases which individually cost less than £25. We allow up to £25 to be placed on the school bill as these items occur. Other charges are normally notified to parents before the event.

Friends of Clayesmore

This is a current parents' group which supports the Senior School via social and fundraising events. An optional subscription of £10 per child is automatically charged each term.

The Clayesmore Society

The Clayesmore Society was created to embrace the whole Clayesmore family (staff, pupils, parents, former pupils and parents, and governors and former governors). The Society arranges a number of social, cultural and educational events and activities throughout the year and operates a member benefits scheme, where members are eligible for an ever-increasing range of discounts at local and national companies.

Subscription is £330, automatically charged at £55 per term for the first six terms of a pupil's time in the Senior School. Your subscription also includes life membership for the pupil in the Old Clayesmorian (OC) Society. The OC Society has over 4000 members and is a strong, active, alumni association providing a network of support for OCs offering careers advice, mentoring and work experience placements. Various events take place each year, bringing OCs of all ages together, united by their common bond.

House Subscriptions/Events

Houses charge a subscription which creates a small fund to support pupils in a variety of ways. Parents are notified of this by house staff, together with any additional costs for outings, takeaways etc. that occur from time to time. Parents should liaise directly with House Staff for further details if required. Charges are £15 for a boarding pupil and £10 for a day pupil per term.

Senior Boarding Pupil "Spends"

All Boarding pupils are expected to bring a debit/top up payment card to school. Provision of a debit/top up card for Day pupils is suggested for external trips or use on site for 'Tuck'.

Examinations and Reference Material

During formal external exam study years (years 10-13), pupils are expected to use and annotate subject books and to have permanent personal access to specialist reference material. Where books are provided for personal annotation, or when the School provides magazines, these are charged to pupils' accounts. Parents should note that if books are provided for free and then lost, replacement charges will be incurred. External examinations and exam remarking costs of all kinds are charged as they fall due.

As a guide, the exam fee for GCSE subjects typically cost between £40 and £45 per subject.

'A' Level exam fees vary from approximately £90 (per essay subjects) to approximately £180 (per practical subject).

BTEC fees (as a guide) are £165 per subject.

FEE DISCOUNTS

The School offers a range of fee discounts, available in both the Prep and Senior Schools.

Annual Fee Payment

The School offers a 2% net fee discount for annual fees paid at the start of the academic school year. Fee extras are excluded from the annual fee discount and will be payable termly in addition.

Forces Fee Discount

The School warmly welcomes forces families and offers military fee discount as follows:

Pre-Prep and Prep School (Yr 3-8) 18.5% (this is the maximum fee discount to be applied)

Senior School 15% (other fee discounts may be additionally applied, provided the parent contribution is no less than CEA + 10%, in accordance with MoD regulations)

The School reserves the right to amend the military fee discount to comply with MoD regulations giving no less than one full term's notice.

Sibling Discount

Sibling discounts will be granted on arrival when there are two or more children attending concurrently and will be removed when siblings leave, in accordance with the criteria below :

First child 5%

Second or subsequent children 10%

Sibling discounts may be awarded in addition to scholarships

Means Tested Bursaries

Financial support in the school is offered by way of means tested bursaries. Parents are asked to complete an application form which is assessed by the Bursary Committee. A percentage discount on fees may be offered based on financial circumstances. The school endeavours to support all applications but cannot guarantee bursaries will be awarded in every case. Scholarships may be supplemented by a bursary. Bursary awards are reviewed annually.

Please contact Carolyn Evans bursarpa@clayesmore.com for further details.

Scholarships

Prep School scholarships are offered at Year 5, for the period to the end of Year 8 and Continuity Scholarships are offered in Year 7 through to the end of Year 11.

Senior School scholarships are offered in Years 9 and 12.

Prep scholarship assessments take place in the Spring term and Senior exams are taken in November. All candidates need to be registered with the school to apply for scholarship entry. All scholarships are awarded at the discretion of the Head.

Scholarship awards will be subsumed where a larger means tested, military or staff discount is awarded.

QUESTIONS/QUERIES

General questions on fees before entry should be addressed to the Admissions Office:
admissions@clayesmore.com

Specific questions on invoicing or payment options after entry should be sent to the Finance Team:
billing@clayesmore.com

Questions regarding fee discounts should be addressed to the Head of Finance: aaps@clayesmore.com

Changes to fees

It is of course, the intention, that all the fees and extra charges are maintained for the full academic year. Parents will appreciate, however, that the Council of the School must reserve the right to adjust the fees and charges during the year should circumstances make this necessary.

How to pay

Parents should note that payment of fee invoices are due by the first day of each term and that the School will charge interest on any amount outstanding on a pupil's account after that date in accordance with the Parent Contract. The following payment methods are accepted :

- **Bank transfer.** Please make sure that your pupil code is included in the reference so that we can easily allocate the funds to your account. Our bank details are available within the Parents' Portal on the school website.
- **Monthly direct debit.** The School is not at present able to provide this facility directly, but has made arrangements with a third party, Premium Credit (School Fees Plan), to provide this. Details are available at <http://www.premiumcredit.com>. You should note that Premium Credit will charge interest for use of their facility.
- **Debit or credit card** payments can be made by phone through the Finance Team on 01747 813207. The team can also email you an encrypted link to make a card payment via Cardnet.
- **WisePay.** Credit or debit card payments can be made online using WisePay, which can be accessed via the Parent Portal. Payments can be made through WisePay for fees, LEX charges and trips. Please contact finance@clayesmore.com if you require help accessing WisePay.
- Cheques are no longer accepted for fee payment.

Paying fees up front

We operate a scheme where we allow a limited number of "Composition Fees", enabling fees to be paid up front. Please contact the Head of Finance if you would like further information: aaps@clayesmore.com

Cybercrime and Fraud Alert

Please be aware of the increase in cybercrime and fraud. We will not change our bank account details without clear notice and warning. If you receive a telephone call or e-mail that appears to come from the School, providing different bank details or indicating a change of bank details, it is unlikely to be genuine. Please do not reply to the e-mail or act on any information contained in the e-mail or provided during the telephone call but contact us immediately to check the account details. We will not take responsibility if you transfer money to an incorrect bank account.

Anti-Money Laundering

The School operates in accordance with its Anti-Money Laundering Policy which can be found on the school website.