

FEES & CHARGES

Academic Year 2018-19

		£ per term
SENIOR SCHOOL (Years 9-13)	Boarders	11,910
	Day	8,740
PREP SCHOOL (Years 3-8)	Boarders (Years 3-8)	8,370
	Day (Years 5-8)	6,250
	Day (Year 4)	4,750
	Day (Year 3)	4,410
PRE PREP SCHOOL (Reception–Year 2)	Day (8.00am to 3.30pm)	2,570

ADDITIONAL PRE PREP CHARGES (Reception-Year 2)	£ per session per term
After School Club (3.30pm-5.00pm)	95
Supper Club (5-6pm) (includes supper)	80

NURSERY (Age 2-4 years old)	£ per session per term	
Early Birds Club (8.00am to 8.45am)	55	This is a pre-school club and not eligible for Dorset Sure Start Funding.
Morning Session (8.45am to 11.45am)	200	Or 3 hours fully funded by Dorset Sure Start.
Lunch (11.45am to 1.00pm)	80	Price includes a two-course hot meal. This is not eligible for Dorset Sure Start Funding.
Afternoon Session (1.00pm to 4.00pm)	200	Or 3 hours fully funded by Dorset Sure Start.
After School Club (4.00pm to 5.00pm)	55	This is not eligible for Dorset Sure Start Funding.
Supper Club (5.00pm to 6.00pm)	80	Price includes a two-course hot meal. This is not eligible for Dorset Sure Start Funding.
<i>A late collection fee of £10 will be charged for every 15 minutes beyond the end of the booked session that a child remains uncollected in the Nursery. This is to support the costs of maintaining the correct staff ratios.</i>		

REGISTRATION FEES AND DEPOSITS

	Nursery	Pre Prep/Prep	Senior
	£	£	£
Registration fee		100	100
Deposit – UK pupils	100	350	700
Deposit – overseas pupils	N/A	700	1,000

A deposit is payable before entry to confirm acceptance of the offer of a place. Deposits will be offset against the final term's account. When transferring from Prep to Senior, only the balance between the deposit paid at Prep and the deposit due at Senior is payable, although the full amount is forfeited if your child does not take up a place at the Senior School.

ADDITIONAL CHARGES

Guidance on additional charges and extras is shown below.

Music Lessons

Senior School	£27.50 per lesson
Prep School	£22.00 per lesson
Pre-Prep School	£17.00 per lesson
Instrument Hire	£30.00 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	685	710
Band 2	995	1,035
Band 3	1,375	1,490
Band 4	1,980	2,130

Where applicable, additional charges for reading and scribing for external examinations are £35 per hour. Speech and Language Therapy lessons are available at £44 per lesson.

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

1 pupil	£35 per lesson
2 pupils	£18 each per lesson
3 pupils	£14 each per lesson
4 or more pupils	£11 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 with us and the exam for which they are studying.

	Senior School	Prep School
Standard Band	£710 per term	£685 per term
Accelerated Band	£1,400 per term	£1,375 per term

Speech and Drama (LAMDA) Lessons

Senior School	Individual lessons £30 per lesson
	Paired lessons £15 each per lesson
Prep School	Individual lessons £25 per lesson
	Paired lessons (Years 5-8) £12.50 each per lesson
	Group lessons (Years 3 & 4) £6.25 each per lesson

Occasional Boarding

Day pupils may stay for an occasional night, subject to availability of beds, at a charge of £45 a night.

External or Additional Sports and Activities

Both the Senior School and the Prep School 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.

Taxis and Rail Transport

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

Daily Bus Transport Service

Full details of rates and fees are available in the Parents' Area of 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 including shop purchases are normally 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

This is for all the Clayesmore 'family': parents, former parents, former pupils, staff, governors and anyone wishing to be associated with the School. The Society arranges a number of social events throughout the year, which are listed in the 'Clayesmore Season' booklet, and operates a member benefits scheme, where members are eligible for an ever-increasing range of discounts at local and national companies. The optional life subscription (*for a pupil **and** his/her parents*) is £330, automatically charged at £55 per term for the first six terms of a pupil's time in the Senior School. The subscription also includes life membership of the Old Clayesmorian Society for the pupil.

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 provided with £3 per week ‘spends’ or ‘pocket money’, which is charged to parents as an extra in arrears unless cancelled.

Naming of Clothing in the Senior School

On joining a one-off charge of around £35 will be incurred for specialist heat press name tapes for sports clothing and their replacements.

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.

QUESTIONS/QUERIES

General questions on fees before entry should be addressed to the School Registrars. Parents with children in the Pre-Prep should seek details of their options with regard to external funding from the Prep School Office: prepadmissions@clayesmore.com. Specific questions on invoicing or payment options after entry should be sent to the Bursary: billing@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. The details shown in this document serve as a general guide only. The providing companies may also change the cost of the various insurance schemes during the year.

How to pay an invoice

Parents should note that fee invoices are due on 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.

- **Cheques should be made payable to 'Clayesmore School'**. Please write your pupil code (found on the fee bill invoice) on the back of the cheque and send it to the Bursary.
- **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' Area of the 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 <https://www.myschoolfeeplan.com/Clayesmore-DT11>. You should note that Premium Credit make a modest charge for this facility.
- **Online using your debit or credit card**. We use a company called WisePay, who offer a secure service that enables online payments to be made to the school. Payments can be made 24/7 and every transaction is tracked. To access WisePay, simply click on their logo at the bottom right of our website home page. Your login details will be sent separately on request.

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 Director of Finance and Operations if you would like further information: dfo@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.

PUPIL INSURANCE SCHEMES

No liability can be accepted for pupils' personal possessions especially laptops, tablets, mobile phones, bicycles or cash. You are strongly advised to obtain private insurance for such items or opt-in to the School's insurance provision arrangements. The School cannot accept any responsibility for any damage caused to any vehicles/bicycles or other equipment parked or left anywhere on the School premises for any reason at any time.

We are currently in the process of renewing our insurances and full details will be made available shortly. These include Personal Accident and Dental Insurance (included free of charge) and the following charged schemes that are available on an opt-in basis:

- Pupil Absence Insurance
- Personal Effects Insurance
- Schools Private Medical Scheme

Important Notices About Insurance Cover

Full details and the terms and conditions for all the schemes will be made available in the Parents' Area of the School website. The School has comprehensive travel insurance for arranged school trips, but naturally certain activities and items are excluded and parents must consider if additional cover is needed. Please ensure that all schemes offered fully meet your personal circumstances and requirements.

The NHS is now very strict about charging for medical treatment provided in the UK, even in an emergency if they consider that your child is not entitled to support as a full UK resident. Parents should consider very carefully if they need additional medical cover of any kind. See: <https://www.gov.uk/government/publications/guidance-on-overseas-visitors-hospital-charging-regulations>

Charged schemes offered are optional and can be cancelled with a term's notice. The termly invoice will show if you are covered with the insurances you need if received in time. Please check this carefully.

Contact billing@clayesmore.com for more details or information.