

Terms & Conditions of Fee Payments for 2015/16

Fee Invoice:

	Invoice Date	Payment Due
TERM 1 2015/16	15 th May 2015	15 th June 2015
TERM 2 2015/16	30 th October 2015	30 th November 2015
TERM 3 2015/16	11 th February 2016	11 th March 2016
SUMMER SCHOOL 2016	13 th May 2016	13 th June 2016
PARENT & TODDLER	6 week blocks 2 weeks before start of sessions	Before sessions start

- Your child can not start any classes until payment has been made and once payment is made, there is no refund of fees. We do not provide 'make-up' lessons.
- Afternoon or lunchtime sessions can not start until payment is made.
- All term fees are paid in full, however if your child joins Rain Trees mid-term we pro-rata the terms fees.
- If your child leaves Rain Trees mid-term we **DO NOT** pro-rata the terms fees.

Withdrawal Notice:

	Deadline for withdrawal	Return of Acceptance Deposit within 1 week of:
LEAVE END TERM 1 2015	11 th September 2015	11 th December 2015
LEAVE END TERM 2 2016	24 th December 2015	24 th March 2016
LEAVE END TERM 3 2016	24 th March 2016	24 th June 2016

- The school office must receive **in writing**, notice of your withdrawal by the deadlines documented above. Failure to meet these deadlines will mean non-payment of the Acceptance Deposit.
- On receipt of your notice, you will be sent a leavers form to indicate the method of payment for the return of the deposit. Failure to complete this form will also result in non-payment of your Acceptance Deposit.

Late Payment Charges:

Number of Days Payment is Overdue	Chargeable
1- 30 days overdue	Late payment fee of \$100
30+ days overdue	Child to be excluded until payment made; unless an agreement has been made with the school office.