



EDGEMEAD PRIMARY SCHOOL

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RESPECT
HONESTY
COMPASSION
RESPONSIBILITY

2024 FEES INFORMATION

27 October 2023

Dear Parents

The annual finance meeting took place on 25 October. We would like to thank all the parents who attended the meeting. The parents who were present at the meeting constituted a quorum and ratified the 2024 budget. Much time thought and effort has gone into developing the budget and fees for next year.

1. SCHOOL FEES

The school fees agreed upon for 2024 are set out in the table below.

School Fee Annual (without discount)	Annual fee	Monthly fee	Termly fee
School Fee per learner (Gr 1 - 6)	R25 660	R2 566	R6 415
School Fee per learner (Gr 1 only) * If deposit paid	R24 160	R2 416	R6 040
School Fee per learner (Gr 7)	R22 830	R2 283	R5 708

School Fee Annual (with discount)	Fee if paid by 31 Dec 2023	Fee if paid by 31 Jan 2024	Fee if paid by 28 Feb 2024
Discount %	8%	7%	6%
School Fee per learner (Gr 1 - 6)	R23 607	R23 864	R24 120
School Fee per learner (Gr1 only) * If deposit paid	R22 107	R22 364	R22 620
School Fee per learner (Gr 7)	R21 004	R21 232	R21 460

*The Grade 1 parents advance payment of R 1 500 per learner is paid in the year of acceptance. In the case of the 2024 Grade 1 learners who have paid their deposit, this amount has been deducted from the 2024 fee as shown in the table above.

The full amount of school fees for the year will be invoiced to your account on the first day of the school year in 2024 and a statement will be sent to you at the end of January 2024.

PAYMENT PROCEDURE

The payment options are **annually, monthly, or termly in advance.**

- 1.1 If **paid in full by 31 December 2023**, a **8% discount** will be given.
- 1.2 If **paid in full by 31 January 2024**, a **7% discount** will be given.
- 1.3 If **paid in full by 28 February 2024**, a **6% discount** will be given.

- 1.4 **Monthly debit order payments** are due by the **1st of each month over 10 months, February – November 2024**. Debit order forms are available from Mrs Smith in the Fees Office or email csmith@edgemeanprimary.co.za.
- 1.5 **Termly payments** are due by the **first day of each term**.

If a parents' school fees account is in arrears at the beginning of the year, then the account is immediately due, and the school will not allow the parent the option of paying monthly or termly. The school reserves the right in this instance to hand over the full account to our debt collectors.

Please complete the debit order form as soon as possible. The final date for changes to payment options will be Friday, 19 January 2024.

Failure to make payment by the relevant due date/dates, as per the option selected, will result in the annual fee becoming immediately payable in full. The school reserves the right to initiate actions to recover the full amount as per the school's Financial Policy.

- **Debit Order payments:**
Should you choose to pay by debit order please complete the attached form before 30 November 2023 and email it to Mrs Smith in the Fees Office.
- **All other payments:**
Please use your current reference number as per your statement. Should you wish to confirm your reference number then please contact the Fees Office.
- **Banking Details:**
ABSA Bank Cheque Account in name of Edgemean Primary School
Account Number: 01059991279
Branch Code: 632005
- **Fees Office Contact Details:**
Mrs Cynthia Smith
Email: csmith@edgemeanprimary.co.za
Telephone Number: 021 558 1007

2. MUSIC FEES

Music tuition is set at the following:

R1 750 per learner per term per instrument

R 620 per learner per term for instrument hire

R 180 per learner per term for theory

R1 630 per learner per term for drum lessons

R1 630 per learner per term for guitar lessons

R 910 per learner per term for marimba band (includes top hire)

Music fees are payable either per annum or per term and must be paid within the first week of each term.

3. SCHOOL FEES ASSISTANCE/RELIEF

We wish to inform parents that according to the South African School's Act of 1996 (as amended), the payment of school fees is compulsory. Parents may, however, apply to the school for total, partial or conditional relief of the payment of fees. The extent of the relief granted is dependent upon both parents' annual income from all sources. The running of the school efficiently requires much more funding than the state provides. We therefore appeal to all parents to apply responsibly for this assistance.

- 3.1 A parent who wishes to apply for relief from the payment of school fees for a child at EPS, shall do so annually in writing by completing the relevant forms provided by the school.
- 3.2 Parents who have received assistance in the past will need to re-apply for the year 2024.
- 3.3 Application forms are available from the School Fee Administrator, Mrs Cynthia Smith.
- 3.4 The completed forms must be returned within seven working days of receiving the forms.
- 3.5 The parent may be required to attend an interview with the School Governing Body.
- 3.6 The Chairperson and the Treasurer will evaluate each application by applying the relevant legislation before granting or declining an application.
- 3.7 Applicants will be informed in writing by the School Governing Body of the outcome within 30 days of the parent lodging the application, provided that all the relevant documentation was completed in full.

Please note that the school usually liaises with one appointed parent or guardian only. If this parent or guardian is not responsible for the school fees, it is his/her responsibility to ensure that the school has the relevant contact details of the responsible party.

Please note that the above processes are undertaken in the strictest confidence.

If you are considering applying for an exemption in 2024, please do so from 15th February 2024.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Vaughn Glover', with a horizontal line underneath the name.

Vaughn Glover
Chairperson: Governing Body