



Tom Newby School

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8 NOVEMBER 2018

Dear Parents

SCHOOL FEES 2019

Attached please find the following forms which need to be completed and returned to the School as a matter of urgency.

- School Fee Policy for 2019.
- Debit Order Instruction/Schedule of Fees. **Please note:** Debit orders run from 1 February to 1 December of any given year inclusively, and are automatically cancelled in December. New debit order forms need to be filled in every year - **please** complete the forms and return them to the accounts office as soon as possible.
- Regulations for the exemption of parents from payment of school fees.

Included, please find the School Fee structure and various payment options.

Should any parent not be in a position to pay the full school fees, they are asked to contact the School as soon as possible in the New Year to discuss various options available to them. Applications for Exemption from the payment of School Fees forms are available from the School should parents require this type of assistance. Applications for Exemption need to be completed and submitted to the school, with all the relevant substantiating documentation, by the end of the first term. Parents are reminded that a new application is required for each year that assistance may be required.

IN TERMS OF THE IMMIGRATION ACT 13 OF 2002 IMMIGRATION REGULATION DATED 22 MAY 2014 SECTION 12(1)(h) PARENTS OF NON SOUTH AFRICAN LEARNERS DO NOT QUALIFY FOR EXEMPTION FROM THE PAYMENT OF COMPULSORY SCHOOL FEES AND ARE THEREFORE LIABLE FOR THE PAYMENT OF THE COMPULSORY FEES.

Queries regarding the school fee account or relief application are to be addressed to Mrs Santiero, in writing or telephonically at 011-425-2603 / 011-849-5311.

SPECIAL INCENTIVE – 2019

In 2019 we will be providing a special incentive to parents in an attempt to encourage all parents who do not qualify for exemption to pay their school fees.

The incentive works as follows:

If 95% or more of all qualifying parents have paid all their school fees by 30 November 2019, a 3% rebate on paid school fees will be granted. This 3% (based on the 2019 fees) will be paid out as a refund to all parents of learners leaving the school at the end of 2019 where there will be no siblings at the school in 2020. All other accounts where there will be learners at the school in 2020 will be credited to the 2020 account.

Who qualifies:

- a) All parents with the exception of those parents who have qualified for partial or full exemption.
- b) All parents who have paid all school fees as well as any arrears on their account.

Who does not qualify:

- a) Educators in the employ of Tom Newby School.
- b) Parents who have an arrear account from previous years.
- c) Parents who have been granted partial or full exemption from the payment of school fees.


G L MYNHARDT
PRINCIPAL