

BANDON GRAMMAR SCHOOL

POLICY ON FEES – 2021 / 2022

Bandon Grammar School is recognised by the Department of Education & Skills as a fee charging school and within the Protestant Block Grant Scheme.

1. The school fees are payable in two instalments, one half on the first day of the autumn term and the other half by 1st February.
2. Subject to what is stated below, fees rates for the school year 2021/22:

Day Pupils	-	€ 3,825.00 (€1,912.50 per half year)
Boarders - 5 day boarding (incl. 1 weekend per term)	-	€ 9,282.00 (€4,641.00 per half year)
Boarders - 7 day boarding	-	€13,107.00 (€6,553.50 per half year)

Fees include: regular travel for sports, theatre, local fieldwork exercises and class trips; co-curricular visiting speakers/shows, the school app, 'study buddy' access and the school journal.

Parents and Guardians agree to pay each half year's fees in advance and if withdrawing a pupil are required to give three months' notice of withdrawal in writing or pay a third of a year's fees in lieu of notice. Intention of changing a pupil from boarding to becoming a day-pupil also requires three months' notice in writing or pay a third of a year's boarding fee in lieu of notice. Parents accept a contractual obligation to pay fees and extra costs by due dates. Where payment is not received within a reasonable period, the school place will be withdrawn.

Development Charge: A once-off development charge of €500 is applied to new pupils joining 4th, 5th and 6th Year for the first time to support the provision and upkeep of school facilities and services.

Longer Trips and Tours: These are organised, booked and paid for separately on an individual basis. No remission of tour costs for boarders during term time is granted. It is expected that payment of the school account is in order before incurring any additional optional tour costs.

Extras: Sports requisites, breakages, incidental expenses and any text books ordered through the school are extras. They are charged for in the account received after they are incurred.

Insurance:

All pupils will be covered by a Personal Accident Insurance Scheme at a cost of €12 each annually.

Personal Property: The school cannot accept liability for the loss or damage of personal property of any kind.

3. Payment details:

- **Electronic Bank Transfer.**
- **IBAN No. IE68 AIBK 934046 28340020**
- **Cheque/Bank Draft:** Should be addressed to the Secretary if sent by post.
- **Cash:** This should be handed personally to the administrator or the school secretary who will provide a receipt. Where this is not observed, the Board will not be responsible for any loss.

4. Interest on overdue accounts will be charged at the rate of 0.5% per month or part of a month.
5. It is impossible to forecast accurately the extent that costs will increase during the new school year, therefore the school reserves the right to review the second instalment of fees due on 1st February 2022.
6. The following reductions will be granted where more than one member of a family is attending the school:
 - 10% of the fees (less State Grant) for two members
 - 20% of the fees (less State Grant) for three members
 - 30% of the fees (less State Grant) for four or more members
7. Parents may claim remission of school fees where pupils are absent during term for more than 7 school days due to illness. A doctor's certificate will be required.
8. A €100 fee (which is non-refundable) must accompany application forms for admission. When a pupil is offered a place in the school a deposit €200 for a day pupil or €400 for a boarder must be paid with the acceptance form. The deposit will be deductible from the final account. If the pupil does not avail of a place offered, this fee will not be returned except in special circumstances.
9. **Grants:** A block grant is administered on a means-test by the Secondary Education Committee, c/o www.secgrant.ie. Grant applications are made online. The Principal may have information about other sources of assistance available in certain circumstances and should be contacted when unforeseen difficulty regarding payment of fees has occurred. Parents who experience unforeseen financial difficulties are asked to contact the bursar at the earliest opportunity to discuss remedial measures.