



## Registration Form

Full Name of Child: .....  
(Please underline the name by which he/she is usually called)

Nationality: .....

Date of Birth: ..... / ..... / .....

Religion: .....

Term of Entry: .....

Name and address of current school: .....

(Please note – we will contact current or previous schools for a reference) .....

Is he/she entered for any other Prep School? .....

What is your child's first language?..... Other languages spoken at home?.....

Has your child had the routine childhood immunisations? Yes  No

Has your child any mental or physical complaint or condition which might require special care or attention? .....

Has your child ever been assessed for or diagnosed with any special educational need such as dyslexia or Asperger syndrome? Yes  No  If yes, please give details: .....

.....Please enclose a copy of any Educational Psychologist's report(s)

Is there any other confidential information of which you feel we ought to be aware? .....

Name of Father .....

Name of Mother .....

Profession .....

Profession .....

Address .....

Address .....

Telephone No (Home) .....

Telephone No (Home) .....

Telephone No (Work) .....

Telephone No (Work) .....

Telephone No (Mobile) .....

Telephone No (Mobile) .....

Email address .....

Email address .....

### TERMS & CONDITIONS

Please read the full Terms & Conditions shown overleaf before signing this form.

I, the undersigned, Father of the child named above, hereby acknowledge and agree to the terms and conditions overleaf.

I, the undersigned, Mother of the child named above, hereby acknowledge and agree to the terms and conditions overleaf.

Signed: ..... Date: ..... / ..... / .....

Signed: ..... Date: ..... / ..... / .....



## Terms and Conditions

This is a summary of the Terms and Conditions. The full Terms and Conditions are in the Parent/School Contract and take precedence over these in all cases.

1. A fee of £50 (non-refundable) is required on registration.
2. Acceptance of a child for entry is at the discretion of the school. A child must satisfy the Headmaster (by taking an entry test or by other such means as he shall require) that his or her level of work and behaviour have reached the School's required standard. A deposit of £300 (refundable after the child leaves the school) is payable on, and as a condition of, acceptance. This will be forfeit if the place is not taken up.
3. The school reserves the right to alter the fees from time to time. Such alterations will be notified to parents in writing in advance.
4. All fees are payable in full in advance by no later than the first day of the term. The school reserves the right to make an interest charge of 3 per cent per annum above the base rate of the School's bank on fees not paid by the due date. The school may look to either parent for payment of fees.
5. In the event of the fees remaining unpaid by half term, the school reserves the right to remove the pupil's name from the register forthwith.
6. At least a full term's prior notice in writing given not later than the first day of the term, or payment of a term's fees, is required before the removal of a child from the School. Unless such notice is given, the payment of full fees for the next term will be required in all cases. A term's fees will also be payable if, after acceptance of a child for entry, s/he does not enter at the agreed time and the school does not receive at least one term's prior notice of such a decision.
7. The school reserves the right to require the removal (permanent or temporary) of a child at such time (whether immediate or subsequent) as the Headmaster may stipulate if, in his opinion, the interests of the school demand it. A pro-rata proportion of fees, less an administration charge, may be refunded in such circumstances.
8. Payment of invoices in respect of extras for students who have left the school is due immediately.
9. No remission of fees for the whole or any part of the term can be allowed by absence through illness, infection or any other cause. Parents may consider taking out insurance against such eventuality.

### Fees and Extras

The fees are calculated inclusive of meals, books and tuition and insurance. Some relatively minor items, however, are charged as "extras." Fees are charged in advance, and extras in arrears. Some examples of extras include:

Items the children will keep, such as hymn books, Bibles, calculators and certain optional revision guides.

Some presentation items such as team ties and badges.

Certain clubs and activities may make a small maintenance charge.

Lost and damaged text or exercise books.

Bus service.

External exam entries (CE).

Court Jesters after-school supervision service for Little Court.

Special needs tuition.

School fees insurance and BUPA.

Some short trips and outings.

Residential trips.

Some extra sports clubs and coaching.

Extra sports coaching and Musical tuition are available through peripatetic teachers and payment is arranged directly between the parents and the peripatetic teacher.