



Fees Policy

Academic Year 2024/2025

Location address:
 London: Walthamstow Academy
 Billet Road E17 5DP

Saturday 9.45am-12.30pm

Dear Parent/Guardian,

The following outlines the Fees Policy for the Kaydeena Pre School.

Parents will be paying £6ph per child. This is suited to our small class ratio. We have the option of paying per half term. This will increase your hourly fee to £6.75ph. Parents will be sent online details for payment to be completed. Once the payment is received, your child's space will be confirmed.

Siblings Fees: Minus £15 (This is the equivalent of the admin fee for one reregistering child).

CONTRACT

This Contract is made between the parent and Kaydeena Pre Schoolers Club. By entering into this Contract, you agree to uphold the following:

1. Parents to complete the form for payments.
2. If a student is absent, payments will not be refunded.
3. If students are going on holiday, then parents must inform the teacher out of courtesy – there will be no refund.
4. Once your child/ren join, it is expected that they complete the academic year.
5. If you do want to take your child out mid-year, please give Kaydeena Management a **notice of 2-4weeks** before the end of term so that students on the waiting list can be notified of a space. Our dates generally coincide with the termly calendar.
6. Fees are non-refundable unless impacted by government guidelines.
7. If your child is away for more than 3 weeks without notification to Kaydeena Management, then they risk having their place offered to students on the waiting list.
8. If you **do not** wish to pay online, then the cash/cheque payment increases to **by £10** per child.
9. Fees should be paid two weeks before the end of the previous term. **Late fees** will incur a **£5 charge** per child.

Admin + materials (one off upon registration)	Term 1			2 week break	Term 2			2 week break	Term 3		
	4 weeks 05.10.24 to 26.10.24	1 week break	6 weeks 09.11.24 to 14.12.24		6 weeks 04.01.25 to 08.02.25	1 week break	6 weeks 22.02.25 to 29.03.25		7 weeks 19.04.25 to 31.05.25	1 week break	6 weeks 14.06.25 to 19.07.25
	£74.25		£111.38	Half term	£111.38		£111.38	Half term	£129.94		£111.38
Annual £30 (or £15 reregistering)	£165			Full term	£198			Full term	£214.50		

Signed: _____ Print name: _____ Parent of: _____ Date: _____