



HOLY CROSS

Sisters' School

 Bloemhof Street
P.O. Box 1016
Bellville 7530

 021 919 4734

21 October 2024

Dear Parents/Guardians,

SCHOOL FEES 2025

The annual budget for 2025 has been drawn up having considered all expenses for the FULL academic year. Based on this budget, school fees were calculated and approved by all parents present during the AGM (Annual General Meeting) - Budget vote on 16 October 2024. At the AGM Budget vote it was agreed that the fees for the 2025 year be set at R28 100.00 per Grade R learner and R26 100.00 per Grade 1-7 learner. There is no increase for Aftercare, and it will remain at R12 000 per learner per annum, with the security fee increased to R950 per annum and the levy to R4650 per annum.

The fees amount to an increase of R195 per grade R learner and R190 for Grade 1-7 per month (for the 10-month equal instalments from January to October).

Please note the following legal provisions:

1. School fees in an independent school are charged on a contractual basis. School fees is a LEGAL DEBT, and parents are obliged to pay their school fees in terms of Section 40 of the South African Schools Act. If parents refuse to pay school fees, the school will take legal action in terms of Section 41 of the South African Schools Act. School fees do not fall under the National Credit Act of the Consumer Protection Act. Should school fees not be paid monthly and falls into arrears, you are in breach of your contract and your child's schooling will be terminated with immediate effect.
2. According to family law, parents/guardians are jointly or severally liable for the payment of school fees, regardless of marital status or any court order and/or agreements. Therefore, school fees can be imposed on BOTH parents. According to Article 39 of the South African Schools Act, both parents/guardians are liable to pay compulsory school fees.
3. School fees are payable in full at the beginning of the year. Parents who cannot pay the school fees at the beginning of the year can apply below to pay the school fees monthly. If an instalment is not paid the full amount will be immediately payable and due.
4. If any account or payment is 90 days overdue, the entire outstanding balance due to the school will be handed over to our debt collectors for further collection.
5. If an account is handed over to our debt collectors no payments may be made to the school. All payments must be made directly to the collectors. The school will hold the parent responsible for the additional costs of transferring funds should they be mistakenly paid into the school's account after handover.
6. All school fees that have not been settled in full on 30 October of the specific year will be summarily handed over for collection. The school does not give permission for the outstanding school fees to be settled in the following year and no learner with outstanding fees will be placed at our school the following year.



FINANCE POLICY EXTRACT REGARDING SCHOOL FEES:

14. SCHOOL FEES

- 14.1 School fees are determined annually once the budget has been approved by the parents.
- 14.2 The school fees are due and payable in full at the start of the year. An arrangement can however be made with the school to pay the fees over a period of 10 equal monthly instalments.
- 14.3 If parents would like to make use of the 10- equal monthly instalments, they must sign a commitment form, that serves as acknowledgement of responsibility regarding school fee payment.
- 14.4 If any of the monthly instalment as stated in 14.3 is not paid/ missed the parents are in breach of their commitment/ contract signed. The full school fee amount will therefore become immediately payable and due.
- 14.5 If parents have arranged with the school to pay in the prescribed 10 monthly instalments (January to October), the payment of each monthly instalment must reflect in the school bank account by the last day of each month.
- 14.6 In terms of Section 39 of the South African Schools Act, Act No. 84 of 1996 (hereinafter "the Schools Act"), parents /guardians are liable to pay the compulsory school fees.
- 14.7 In terms of Section 40 of the Schools Act, the school may enforce the payment of these compulsory fees by process of law.
- 14.8 In the event of the school having to take legal action for the recovery of arrear school fees, the relevant parties, undertake to pay all legal and collection costs, on an attorney / client scale, incurred by the school.
- 14.9 School fees can be paid in a lump sum at the beginning of the year, which will entitle parents to an early settlement discount as per 14.10.
- 14.10 Early settlement discount of the full Pre-Primary school fee before 31 December is R1 125.00 and before 31 March of that year is R675.00. Early settlement discount of the full school fee for Grades 1 to 7 before 31 December is R1 002.50 and before 31 March of that year is R601.50.
- 14.11 School fee invoices must be prepared and sent out at the start of the financial year.
- 14.12 Statements must reflect full payment for the year (and reflect the full fee as determined by parents at the budget meeting).
- 14.13 Further statements must be forwarded quarterly.
- 14.14 Parents whose children are admitted to the school during the year are responsible for the proportionate payment of school fees for the remainder of the year.
- 14.15 No other payment options will be allowed other than early settle by January/ March or monthly equal instalments from January to October.
- 14.16 As an Independent school, NO applications for school fee exemption can be made. This is only applicable at WCED schools.
- 14.17 School fees must be paid by EFT directly into Holy Cross Sisters' School bank account.
- 14.18 Incorrect referencing of EFT transactions will incur a R40 bank charge to identify the payee. These charges will be debited from the payee's school account.
- 14.19 Inward transfer fees for international payments will be debited to the payee's school account.
- 14.20 All monies handed in will first be allocated to school fees, proportionally to be paid up, and only then to other items, such as tours, dances, etc. All items not within the curriculum are listed as "extras".



Payment Terms:

The annual Pre-Primary school fee of R28 100 is charged at the beginning of the new year and can be settled over 10 **equal** monthly instalments.

The annual Grade 1 to 7 school fee of R26 100 is charged at the beginning of the new year and can be settled over 10 **equal** monthly instalments.

Payment methods are as follows:

Gr R	Method	Payment amount	Payment term
1	EFT	R2 810 x 10 months	January 2025 – October 2025
2	Debit order	R2 810 x 10 months	January 2025 – October 2025
Gr 1 to 7			
1	EFT	R2 610 x 10 months	January 2025 – October 2025
2	Debit order	R2 610 x 10 months	January 2025 – October 2025

1. Electronic Fund Transfers (EFT)

EFT payments can be made directly into the school's bank account.

Account details

Bank:	FNB
Account name	Holy Cross Sisters' School Bellville
Account number:	59382198265
Bank code:	250655
Universal Code:	250655
Reference:	Learner's name

2. Debit order

Payments by debit order are the preferred method of paying school fees. If you wish to pay by debit order, please complete the debit order form, payable 31 January 2025 to 31 October 2025.

If you used the debit order method this year, 2024, you must still fill in a new debit order form for 2025.



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3. **Early Payment**

The following early settlement discounts apply:

Early settlement discount of the full **Pre-Primary** school fee before 31 December is R1 125.00 and before 31 March of that year is R675.00.

Early settlement discount of the full school fee for **Grades 1 to 7** before 31 December is R1 002.50 and before 31 March of that year is R601.50.

4. **General**

- Learners with outstanding school fees will not be allowed to participate in any 'extras' such as tours, camps, dances, etc. until parents have contacted the financial department.
- Arrears of school fees are a statutory obligation and take priority over other debts for extracurricular activities, for example camps, tours, sport, fundraisers and so on. Funds will therefore first be used against arrears of school fees.
- Incorrect payments made to the school will not be refunded but allocated to the relevant parties' school fee account.

Sincerely

Mrs P.T. Sobotker
Acting Principal