



# Sun Valley

*Group of Schools*



Sunbird  
Pre-Primary School



Sun Valley  
Primary School



Silvermine  
Academy

# Tuition Fee Policy

Our *Group of Schools* has several divisions with different funding models.

## *Sunbird Pre-Primary School*



This is an independent school operating as a registered non-profit NPO. It offers tuition for Grade R students.

School fees must be paid either:

- Monthly in advance on the first day of each month, or
- Termly in advance, on the first day of each quarter.

## *Sun Valley Primary School*



This is an **ex-Model C** Public School. It receives one educator for every 40 students and R0.70 per day per student from the Basic Education Department to run the school. In order to keep our class size at 34 students and give children access to an excellent education, school fees are charged. The School Fees cover the extremely high running costs of a high performing school. We cannot operate if we do not receive School Fees.

The Basic Education Department legislates that the School covers the cost if a parent cannot pay the school fees in an ex-Model C school. This legislation is not sustainable, as parents who pay School Fees then have to cover the costs of parents who do not pay school fees. Our school has a proud tradition of attracting families who understand the need to pay school fees because they value education. The Governing Body manages the finances very tightly to ensure that we receive an unqualified Financial Audit each year.

School fees must be paid either:

- Monthly in advance on the first day of each month, or
- Termly in advance, on the first day of each quarter.

Applications for **school fee exemption** must be made by consulting with the School Fee Manager. Forms may be collected from the finance office at the start of each year.

## *Silvermine Academy - The High School*



This is an independent school operating as a registered non-profit NPO. It is managed by Directors who also serve on the Governing Body of the Model C Public School. This school is funded by School Fees and it receives no subsidy from the State.

School fees must be paid either:

- Monthly in advance on the first day of each month, or
- Termly in advance, on the first day of each quarter.

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### **Notice of intention to leave The Group of Schools or a division of The Group of Schools:**

A three month notice period must be given if a parent intends withdrawing a student from one of the divisions, unless they intend leaving at the end of Grade 7 or Grade 12.

Fees will be due for **three full months** after receipt of an **EXIT FORM**, which is available at Reception.

School Fees in 2018	Annual	Termly	Monthly / 11	Other
Sunbird Pre-Primary School	R 27 425.00	R 6 856.25	R 2 493.18	Confirmation/Stationery Fee
Sun Valley Primary School	R 24 585.00	R 6 146.25	R 2 235.00	Stationery Fee
Silvermine Academy	R 68 695.00	R 17 173.75	R 6 245.00	R5 500 Development Fee + Stationery Fee

Home Base Fees in 2018	Annual	Termly	Monthly / 12	Other
Home Base Bridging (Gr R care, until Primary School ends)	R 4 800.00	R 1 200.00	R 400.00	Budget on a 10% annual increase. The increase is announced at the AGM in September/October.
Home Base Mini (Gr R) (All fees exclude Holiday Care)	R 13 500.00	R 3 375.00	R 1 125.00	
Home Base (Gr 1-7) (All fees exclude Holiday Care)	R 12 300.00	R 3 075.00	R 1 025.00	

Name of Payee:		
Address of Payee :	Contact numbers of Payee:	
	Home:	
	Work:	
Cell:		
Surname of Pupil:	First Names:	Grade at Enrolment:

### *School Fee Commitment*

We, as the parents/legal guardians/caregivers know and understand that it is our responsibility to cover the school fees and any other costs regarding this pupil's tuition, so that salaries and running costs can be paid each month. For Sun Valley Primary, the State provides limited funding (approximately R 14.00 per month, per student) to run the school. Any shortfall in school fee payment thus must be covered by the rest of the parent community. We also understand that as the parents/legal guardians/caregivers, it is solely our responsibility to ensure that all fees are paid in full and on time, regardless of which parent or person has taken responsibility for the fees, whether by divorce, separation, sponsorship or otherwise. Further, we understand that should our child/children's fees not be kept up to date, our account will be handed over to attorneys for collection within 120 days of non payment.

**We agree that the School requires a three month notice period should we decide to withdraw from Sun Valley Group of Schools, and that we will be billed for three full months after receipt of the completed EXIT FORM.**

Please initial the appropriate block:

- We are able to pay the full school fees as determined by the Governing Body / Directors
- We wish to make an appointment with the School Fee Manager to discuss a payment plan, as we are unable to pay the school fees
- This child is a Ward of the State (Please note: Supporting documents must be provided)

By signing below, we hereby declare that we fully agree with and will abide by the above statements, and that all information provided within this form and those accompanying it, are true and correct. Please note: Both parents'/caregivers'/guardians signatures are required.

\_\_\_\_\_  
First Care Giver/Parent/Guardian

\_\_\_\_\_  
Second Care Giver/Parent/Guardian

Date: \_\_\_\_\_

Date: \_\_\_\_\_

<input checked="" type="checkbox"/>	<i>Please Select Your Payment Plan</i>
	<b>Annual Payment of Fees</b> - We will pay fees in full by the 31st of January.
	<b>Termly Payment of Fees</b> - We will pay fees termly (on the first day of each quarter) via EFT, Debit/Credit Card, Cheque or Cash.
	<b>EFT (Internet payment)</b> - We will pay by the 1st day of each month, for the month ahead, over 11 months.
	<b>Credit or Debit Card (monthly)</b> - I will pay at the Finance Office by credit/debit card. This will be paid by the 1st day of each month, for the month ahead, over 11 months.
	<b>Cash or Cheque at the Finance Office or via Class Money Book</b> - This will be paid by the 1st day of each month, over 11 months.
	<b>Welfare/School Fee Exemption (SVPS ONLY)</b> - I will need the assistance of other parents to pay the School Fees. I will make an appointment with the School Fee Manager within 1 week of my child being enrolled.
	<b>Debit Order (over 12 months)</b> - I have completed the details on the attached form. My <b>Debit Order</b> will always be paid on the 1st day of the month.

## *Extra Costs to Consider at Sun Valley Primary*

**Cake sales** take place most Friday's, and each class is required to supply cakes (or a donation) twice a year. The price of the cakes on sale vary from R1 to R5. The money made at these sales goes to class funds for the purchase of class equipment, games and replacement TV's, DVD's , music centres, etc.

**Field Trips** are Curriculum driven. Students learn a great deal by experiencing learning. These field trips vary in cost, ranging from R10 – R150 per outing. Often, the higher the grade the higher the cost as greater travelling distances are covered. All field trips include travelling costs (unless specified) and these events are compulsory.

**Grade Camps.** All learners from Grade 4 - 7 experience an Outdoor Education experience. The camps vary in duration and cost depending on the venue and the length of time. Grade 4 usually spend one night away, and Grades 5 - 7 spend two nights away.

**Funscapes** is our creative, cultural experience which takes place maximum twice per year. The activities are selected by the grade and allows for each learner to choose a cultural or activity club, which varies in cost from R10 to R300. Participation is compulsory.

**Musicals:** The School Musical alternates between the Foundation Phase (Grade R-3) and InterSen Phase (Grade 4-7) and all the learners in that Phase are required to participate. There is a small cost involved in acquiring the costumes for each learner. Participation is voluntary.

**Pyjama Party (Gr. 1-3) / Night Life (Gr. 4-6) / Teen Time (Gr. 7)** takes place twice per year and are popular events where learners spend a social evening at the school under the supervision of their teachers. This is a voluntary event.

Fundraising is part of the school fees. In its place we have created simple family **FUN RAISING** events where the entire family can spend some quality time together.

## *Banking Details*

### **SUN VALLEY SCHOOL FEES ONLY**

Sun Valley Primary School  
First National Bank, Fish Hoek,  
Branch code: 202309  
Account Number: 50210763485

State your unique 6-digit SVPS account number as reference when making payment.

**ALL other payments including:  
Confirmation Fees, Sunbird Pre-Primary,  
SMA High School, Sport, Funscapes,  
Lunch Scheme, Camps, Field Trips, etc.**

Silvermine Academy  
First National Bank, Long Beach Mall  
Branch code: 260300  
Account Number: 62498374538

State your unique 6-digit SMA account number as reference when making payment.