

## Fees and Financial Information 2021-2022

This document sets out the fees and charges applicable to all children attending Cambridge Steiner School for the academic year September 2021 to July 2022.

### APPLICATION CHARGES

All new applications incur the following costs:

<b>Administration Fee</b> - paid with application form Non-Refundable	£60 per application
<b>Deposit</b> - paid on receipt of admittance letter. Refundable on leaving the School (unless there are any fees / expenses outstanding).	£500 per child

### KINDERGARTEN

Our Early Childhood setting provides flexible educational provision for children from birth to 6 years of age.

This includes:

- Parent and Child/Baby Groups for children from birth to 3 years of age.
- Buttercups Kindergarten for children from 2 years of age.
- Elderflower/Rosebud Kindergarten provision for children aged 3 - 6.

#### Buttercups Kindergarten

Sessions run from 8.30am to 3.00pm Monday to Thursday, with an optional 1pm pick up (to be agreed with teachers and parents; no reduction in daily 'fixed' fee). Parents can enrol their child for the Garden Outdoor Day on Fridays as well as Late Afternoon provision (see Fee Tables below).

#### Elderflower/Rosebud Kindergarten

Children are expected to attend for a minimum of 4 consecutive days, 8:30am-3pm, with a choice to attend either:

- Monday to Thursday, which includes the Woodland Day, or
- Attendance for 5 full days in Kindergarten (including the Woodland Day and Garden Outdoor Day).

There is an option for 1pm pick up, for the settling in period, as agreed between teacher and parents.

<b>Fixed Fee 8:30-3pm - 4 Days</b>	<b>£2,419</b>	<b>Yearly Fee:</b>	<b>£7,257</b>
<b>Attendance for 5 days</b>	<b>£3,024</b>	<b>Yearly Fee:</b>	<b>£9,072</b>

### **EXTENDED AFTERNOON CARE SESSION - TBC**

**Children aged from rising 3 to rising 6 years**

Sessions are from 3.00pm to 5.00pm and children may attend from 2 - 3 afternoons per week (Tuesday to Thursday).

<b>Termly Fees</b>			
	<b>Late Afternoons 3-5pm</b>		
	<b>0</b>	<b>2</b>	<b>3</b>
<b>Fixed Fee 8:30-3pm 4 Days</b>	<b>£2,419</b>	<b>£2,929</b>	<b>£3,155</b>
<b>Attendance for 5 days</b>	<b>£3,024</b>	<b>£3,534</b>	<b>£3,760</b>

### **EARLY YEARS FUNDING (EYF)**

Children between the ages three and five attending Kindergarten are entitled to claim Early Years Funding for up to 15 hours per week, which the school claims on behalf of the child. This funding pays for a proportion of the fees. Hours above the 15 funded EYF hours are charged at the standard rate per hour.

Parents are able to claim 3 hours Early Years Funding per day, so that a child attending 4 days a week will be eligible for 12 hours free entitlement. To be eligible for the full 15 hours funding, a child must be attending 5 days a week.

Funding is allocated from the term after a child turns three until the end of the term during which they turn five. Please consult the Local Authority website for further details. The final decision of eligibility will rest with the Local Authority. Please note that the hours claimed for EYF funding are set at the beginning of each term and the hours claimed cannot be changed during a term.

The 15 hours early years funding is available between the following hours: 8.30am – 11:30am, Monday – Friday. The amount of Early Years funding the school gets from the local authority per hour does not cover the real hourly cost and therefore we rely heavily on donations to cover the shortfall. If your child is accessing Early Years funding, please

consider making a regular donation. Gift Aid form and information about how to make a donation can be found [HERE](#).

A separate document is available on request with more details regarding Early Years Funding.

### **PARENT AND CHILD/BABY GROUPS**

**For parents (including expectant parents) and children from birth to 3 yrs**

Parents can choose to attend one or a combination of sessions. For more details regarding different sessions and a booking form, please email or call the school. We can arrange for you to talk to the group leader and/or attend a free taster session.

<b>Half Termly fee:</b>	£42.50 (P&C)* £30.00 (P&B)
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\* Fees are payable in advance. *(Refunds cannot be made for sessions missed)*

### **LOWER SCHOOL – CLASSES 1 TO 7**

**Children aged from 6 to 13 years.**

Classes run from 8.30am to 3.00pm Monday to Friday.

<b>Termly fee:</b>	<b>£3,071</b>	<b>Yearly Fee:</b>	<b>£9,214</b>
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### **UPPER SCHOOL – CLASSES 8 TO 10**

**Children aged from 13 to 16 years.**

Classes run from 8.30am to 3.00pm Monday to Friday.

<b>Termly fee:</b>	<b>£3,450</b>	<b>Yearly Fee:</b>	<b>£10,350</b>
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## **GENERAL INFORMATION**

### **SCHOOL LUNCHES**

The kindergarten sessions, both morning and afternoon, include the cost of a healthy snack and any baking materials. Fully organic and vegetarian lunches are provided in Kindergarten for an additional cost of £2.60 per day (Rosebud and Elderflower: Tuesday to Thursday, Buttercups: Monday-Thursday). Children are asked to bring a packed snack and lunch for the Woodland and Garden Days.

Lunches are pre-booked on a termly basis (rebates are not given for periods of absence or for changes made after the start of the term).

We are currently not providing lunches for pupils in the Lower and Upper School as there is insufficient uptake. However, this will be reviewed if there is a change in the number of pupils who would like a school lunch.

### **ADDITIONAL COSTS**

There are charges for individual educational items such as recorders, the cost of school trips and/or travel costs for additional school outings. Parents are notified in advance.

### **SIBLING DISCOUNTS**

These are available for all children, at the rate of 20% for the youngest child(ren) enrolled in the School. Sibling discounts do not apply to those already in receipt of another (higher level) discount or those who take up the free 15 hours childcare entitlement.

### **BURSARIES**

The school considers applications for fee discounts through our Bursary Scheme, which is based on an evidence-based means test and subject to availability. Families who are unable to meet the required fees can apply to the Community Bursary Fund. Please see our website for further details and a downloadable copy of the Application Form and our Bursary Policy.

### **PAYMENT OF ACCOUNTS**

Payments can be made by standing order, bank transfer or through your employer's salary sacrifice scheme (salary sacrifice schemes can be used until your child is of compulsory school age). Fees are invoiced before the start of each term and are payable in full within 7 days of the start of term. The method of payment must be agreed with the Finance Officer in advance of the term/year start date.

**Please note:** All fees are reviewed annually and therefore financial agreements will be valid for the current school academic year.

### **TERMS AND CONDITIONS**

Please note: once we have offered and you have accepted a place for your child at Cambridge Steiner School, that place has then *been reserved for your child*. Therefore, you will be required to pay ALL fees relating to that place for the term. There are no reduced fees for any settling in period in Kindergarten, or a late start to the term in Lower School.

**If you need to defer the place, we will need a half term's notice in writing.**

### **NOTICE PERIOD**

In the case of withdrawal of a child from the School, a full term's notice (notice given on or before the first day of term and expiring at the end of that term) must be given in writing to the Education Manager; fees will be charged in lieu of notice (or part thereof) where this has not been received.

For example, if a child is to leave at the end of a particular term, notice must be received before the start of that term. If notice is received after that term has begun, a whole term's notice will not have been provided, so fees will be charged for that term and the next whole term.

## **CHILDCARE VOUCHERS**

We are able to accept Childcare Vouchers provided by some employers for children aged up to 5. **Vouchers cannot be accepted once the child reaches compulsory school age.** Please note that in accordance with HM Revenue and Customs guidelines, compulsory education starts from the term after a child reaches age 5. Prior to that the “education” is deemed to be childcare.

## **LATE OR NON PAYMENT OF FEES**

Interest on unpaid fees will accumulate at 5% over the Bank of England interest rate. Please see our '**Non-payment of fees policy**' for more information on how the school approaches late fee payment.

**Important Note:** Voluntary withdrawal of a child from either Kindergarten or the Lower and Upper School, after formal acceptance has been confirmed and the contract is signed, is subject to **one full term's notice**. This is the case whether withdrawal should take place mid-term or at the end of an academic year.

## **DONATIONS**

Cambridge Steiner School is an independent school that relies solely on parental input and contributions (financial and otherwise) for its financial and environmental wellbeing. The school strongly encourages parents to make additional financial contributions above the prescribed 'fees' wherever possible, towards the provision of educational resources and bursaries. These are best made as 'Gift aid' donations.

Gifts of this nature, both small and large, are invaluable to us as they enable us to provide a better teaching and learning environment for our children, as well as allowing us to maintain a bursary system. Our ability to keep our fees low and access to a Steiner education as broad as possible relies to a large extent on the generosity of those parents who are able to make donations of this kind. If you are able to make a donation, please contact reception for a Gift Aid form, or you can find one on our website. Thank you.

## **PARENTAL INVOLVEMENT**

Parents are always welcome to take an active role within the school. During the year we organise various events which you are invited to. We run class parent evenings, as well as parent consultations, twice a year which provide an opportunity to discuss your child's progress with your teacher. Parents are invited to join the school PTA, which helps to organise community/ fundraising events such as a community auction, barn dance, sponsored walk etc. Our annual Advent Fair and Multicultural May Fair also rely strongly on parent involvement - these are wonderful opportunities for the school community to come together.

Parental involvement is also vital for your child's learning and development as you are the prime educators and know what your child's interests are and their preferred learning style.

**CONTACT**

The fees will be confirmed in advance of your child(ren) starting at the school, but if you would like assistance in calculating the expected fees or if you have any other questions, please contact our Finance Officer: [finance@cambridge-steiner-school.co.uk](mailto:finance@cambridge-steiner-school.co.uk).