

Fee Payment Guidelines



INTRODUCTION:

Bright Beginnings Kindergarten is a privately owned institution. The aim of the management is to ensure that resources are available for the smooth running of this institution, and to offer quality education to your child. Therefore as an institution, we have come up with a school guideline on how this should be done to ensure that the student learns without any interruption.

FEES GUIDELINES

1. Fee payments are made only to the bank. NO cash payments will be accepted.
2. Fees once paid is neither refundable nor transferable
3. A minimum of 80% of the total amount should be cleared and the bank slip (original) submitted before the end of the first week of school. If it's not possible, you will be required to fill an agreement form provided at the school.
4. The balance of 20% should be cleared before the school breaks for half term
5. All late payments will incur a penalty of Kshs. 1,000/-
6. Failure to make arrangements to pay school fees at the end of the academic year and without having given the school administrators prior notice in writing to default in payment for one reason or another, will amount to the school pursuing other legal avenues to recover the same.
7. Management reserves the right to revise the fees as and when found necessary.
8. New students are expected to pay fees in full before commencing learning at the school.
9. Where a parent/guardian intends to withdraw their child from Bright Beginnings Kindergarten, they shall be expected to give notice to the school in writing and the parent shall in turn be served with an acknowledgement from the school administration of the same. Fee must be cleared prior to the child leaving the school.
10. The fee above does not cover transport costs, books and uniform
11. We offer a sibling discount of 5% of the fee to the 2nd and subsequent child per family.

ACCOUNT DETAILS:

School fees to be paid to:

Bright Beginnings Kindergarten

NCBA Bank, Kilifi Branch

Account no: 1005442628

Lipa na Mpesa:

Business Number: 991705

Account Number: Child's Name

FEE STRUCTURE:**YEAR 2020**

	TERM 1	TERM 2	TERM 3
PARTICULARS	AMT KSHS	AMT KSHS	AMT KSHS
Tuition	7,000	7,000	7,000
Activity fee	2,000	2,000	2,000
Maintenance	1,000	1,000	1,000
Meals	8,000	8,000	8,000
Stationery	2,000	2,000	2,000
TOTAL	20,000	20,000	20,000

Registration fee: Kshs. 2,000/- (Non-refundable)

Caution Money: Kshs. 3,000/- (Refundable subject to evaluation)

Co-curricular activities (optional)

*These apply to students in Grade 1 onwards only.

*The piano class has a limit of 5 students and admission is on first come, first serve basis.

ACTIVITY	TIME	AMOUNT Kshs
Swimming	Per session	500
Tae-kwo-ndo	Per session	500
Piano	Per Month (4-session)	2,000