



ST GEORGE'S SCHOOL

Miss Helen Barton MA
Headmistress

Wednesday 27th June 2018

Dear Parents,

Late Payment of Boarding Fees September 2018

Please may I take this opportunity to draw your attention to Section 4(f) of the Boarding Terms and Conditions which read as follows:

4(f) Late Payment: *The right is reserved to make late payment charges composed of (i) simple interest calculated on a daily basis at 8% above base rate, from the first day of each term, and (ii) all administration and legal costs in relation to any sums that are unpaid by the due date. Such charges will be recovered by legal action if necessary. Cheques will not be considered as payment until cleared through the Company's bank account. Any sum tendered that is less than the sum due and payable will be treated as a sum paid on account.*

It has become a concern that there are a minority of parents who do not adhere to the requirement that fees are paid by the first day of each term. In extreme cases this has resulted in student absence through no fault of their own. Late payment of fees, and the processing that is required as a result, puts unnecessary extra work in the direction of the School Finance Department. So that you are aware, as of September 2018 the School shall be exercising its right to make late payment charges on payments of boarding fees after the first day of each term.

If you need any further clarity on the information above then please do not hesitate to get in touch.

Yours sincerely,

Mr Jon Timmins
Director of Boarding

