



PAYMENT POLICY

All fees are payable one month in advance. Initial fees must be paid prior to your child's start date and then monthly in advance, on the first day of each month.

Fees are calculated from your child's start date to the end of the given school year (or a given leave date if known to be sooner). Fees are calculated for TERM TIME SESSIONS ONLY and do not include bank holidays or inset days.

Total fees for the year (or given period) are divided by equal monthly instalments over the given year/period; a payment schedule will be supplied on invoice.

The responsibility for payment of all fees always lies with the person who has made the booking. All fees must be paid on time and for the correct amounts as shown on invoice. Jules et Lis reserves the right to add penalty charges and/or suspend a child's place if fees are not received on time.

Late Payment Penalty Charge

All fees (after the initial fee) will be payable by the 1st day of each month. If these fees are not received on time a penalty charge of £5.00 will be incurred for each working day that payment is late.

Three working days grace is given to allow for weekend and bank holidays; therefore, charges will apply from the 4th day of each month. Late fees will apply for a maximum of up to five days resulting in a maximum charge of £25.

If fees and charges remain unpaid after this time, Jules et Lis reserves the right to suspend the child with immediate effect until fees are paid in full.

If a child's place is suspended parents will be notified verbally (in person where possible or via telephone) and a confirmation email will be sent that same day.

The school will be notified of the suspension, and it will be the parent's responsibility to make alternative childcare arrangements.

Suspension

If a place is suspended due to non-payment of fees, two weeks will be given to pay all arrears in full (including all penalty charges). Fees are still payable during the suspension period.

Termination

If arrears are not paid in full during this time, Jules et Lis reserves the right to terminate their agreement with immediate effect. All debts thereafter will be passed over to Daniels Silverman Debt Recovery Services for the recovery of unpaid childcare fees. Jules et Lis cannot be held responsible for any legal charges incurred once the debt has been passed over. All legal costs thereafter will be passed to the parent/carer and interest will be charged at a specified rate.

Jules et Lis also reserves the right to terminate the agreement in the event of regular late payments.

Holiday Club Fees

All Holiday Club fees are due for payment at the time of booking and places only allocated once fees have been received.

Non-Attendance

Full fees are still payable for occasional sickness and absences as places reserved for your child cannot be filled in short notice.

Severe Weather & Club Closure

Full fees are still payable should the club need to close due to severe weather conditions.

Cancellation Notice Period

If you wish to withdraw your child from the Club one month's written notice is required. One month's fee will be payable in the event of notice not being given.

Jules et Lis

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