



2.5 Tuition Fees and Refunds

POLICY STATEMENT:

Notice Period:

You are required to give 3 months' notice in the event that you withdraw your child before the end of the academic year.

Refunds:

In case of both existing students and new students, enrollment and/or re-enrollment fees will not be refunded if you choose not to return to school or to take up the offered places.

In the event that you withdraw your child before completion of the academic year without adequate notice tuition fee refunds will be calculated as follows:

- If student attends for two weeks or less of the academic year, 2 weeks fees will be deducted to the period attended
- If the student attends for a period ranging between two weeks and one month of the academic year, one month fees will be deducted.
- The value of the fee per month is calculated by dividing the annual tuition fees by ten
- For a reduction in number of days which your child is registered, Little Haven Nursery requires an advance notice of one full term.

Contract Information:

Parents agree to inform Little Haven Nursery of any change in their contact detail, ensuring that they can be reached at any time via email, SMS and/or telephone.

