

**NANCY REUBEN
PRIMARY SCHOOL**

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Nancy Reuben Primary School Deposit Policy

A deposit of £650 is required for registration and to confirm your child's place in the playgroup/pre-kindergarten or kindergarten (together the "Nursery") or the primary school. This deposit must accompany the signed registration form and without it registration will not be regarded as complete. If we do not hear from you within seven days of receipt of this offer letter, we will assume that you are not taking this place and we will offer it to the next child on the waiting list.

This deposit is not refundable. If you decide to withdraw your application after it has been registered and your deposit has been paid, you will forfeit the deposit.

Please note that if your child is entering the playgroup or pre-kindergarten the deposit will be held until the last term of playgroup/pre-kindergarten as appropriate. If you then apply and are accepted into the kindergarten, you will be able to carry forward your deposit until the end of kindergarten. If you then apply and are accepted into reception, your deposit can be carried forward again. Deposits for a child joining reception will be held until the child reaches year 6, at which point, they will be deducted from the summer term school fees.

For the avoidance of doubt, from reception onwards, the deposit is not refundable and is only deductible against the fees payable for your child in the summer term of year 6. If your child leaves the school before the end of the summer term of year 6, the deposit cannot be deducted from any outstanding fees.