

## Terms and Conditions

### ADMISSION:

1. The table below shows the minimum age that an applicant must be before October 1<sup>st</sup> of the running school year.

<u>Class:</u>	<u>Age before October 1st:</u>
Kindergarten 1a	aged 2½ on admittance
Kindergarten 1b	at least 3 years old
Kindergarten 2	at least 4 years old
Kindergarten 3	at least 5 years old
Grade 1	at least 6 years old
Grades 2 and above	successful completion of the previous school year

2. All applicants must provide valid documents of identification (passport / ID card).
3. Where the school suspects that a child has learning or behavioural difficulties, a full assessment will be required. Parents are liable for all costs involved in this process.
4. The parents must provide evidence of successful completion of the previous school year.
5. Applicants will not be officially admitted until all admission documents have been received and the application and school fee have been paid.

### SCHOOL FEES:

6. **Application fee:**  
An application fee of **€1000** per new student will be charged when the application is submitted. This fee is non-refundable.
7. **School fee:**  
School fees are payable on receipt of an invoice.
  - Parents who pay their own fees are invoiced as follows: 70% of the tuition fee is payable by July 1st and 30% of the tuition fee by December 1st.
  - Invoices to companies are invoiced as follows: 100% of the tuition fee is payable by July 1st.

Please note that failure to pay school fees on time may result in your child losing his/her place in school. Students who leave early or who are expelled are not entitled to a refund.

<u>Enrolled for:</u>	<u>Fee:</u>	
Pre-school	Kindergarten 1, 2 & 3	€ 11,000
Lower School	Grades 1, 2, 3 & 4	€ 13,200
Middle School	Grades 5, 6, 7 & 8	€ 15,400
Upper School	Grade 9 (IGCSE 1), Grade 10 (IGCSE 2), Grade 11 (A-Level 1) & Grade 12 (A-Level 2)	€ 19,250

**Please note: All bank transfer costs are the responsibility of the payee.**

8. **English as an Additional Language (EAL):**  
As all lessons/subjects are taught in English, it is important that students have a good command of the English language. Those students who need additional English support in order to participate fully in lessons will be required to attend (school-based) EAL classes at an additional cost.
9. **Special Educational Needs School uniform and PE kit:**  
We believe that Da Vinci International School is an educationally inclusive school because the teaching and learning, achievements, attitudes and well-being of every young person matter. The school recognises that there are children for whom additional support for learning may be required. Additional support can arise from any factor which causes a barrier to learning, whether that factor relates to social, emotional, cognitive, linguistic, disability, or family and care circumstances. The school is proud of its record of integrating children with additional needs into its mainstream classes. The provision of a specially designated Learning Support Assistant may be required to meet the complex learning needs of some children. There are additional costs connected with the provision of a Learning Support assistant.
10. **School uniform and PE kit:**  
All students from Grade 1 onwards are expected to wear our school uniform. Additional information about the school uniform and PE kit will be provided during enrolment.
11. **Enrolments later in the school year:**  
For applicants who enrol later than December 31<sup>st</sup>, the following adjustments are made:

<u>Enrolment in:</u>	<u>Fee invoiced:</u>
January	70% of the total fee
February	60% of the total fee
March	50% of the total fee
April	40% of the total fee
May/June	30% of the total fee
12. **Payment of Fees:**  
All payments must be made in Euros, payable in cash or via bank transfer to:  
**Crelan Bank - Account Number:** 853-8887544-48 (**Please quote the applicant's full name when making payments**)  
**Bank Address:** Mechelsesteenweg 68, 2550 Kontich, Belgium  
**Swift code:** BIC SPAABE22  
**IBAN:** BE11 85388875 4448

**Please note:**

- All bank transfer costs are the responsibility of the payee.
- Parents are liable for their child(ren)'s school fees on the date due, whether or not companies assume liability for all or part of the fees.
- The school does not allow pupils to start or return to school if an invoice payment deadline has not been met.