



International
School
Olomouc

Tuition Fees - Terms & Conditions 2020/2021

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Fees Registration Form



(Smluvní podmínky, školné a finanční formulář)





Tuition Fees – Terms & Conditions 2020/2021

(Smluvní podmínky, školné a finanční formulář)

School: Česko Britská Mezinárodní škola a Matejská škola s.r.o., Sokolovská 76/6, 779 00 Olomouc	
Policy Leader: Petr Pospíšil, M.A. (Dunelm)	Date & Signature: 17/1/2020 
Checked and Authorised: Petr Pospíšil, M.A. (Dunelm)	Date & Signature: 17/01/2020 
Scope: This policy applies to the Whole school community.	
Effective from: September 2018	Effective to: June 2020

Reviewed every year.

Distribution list:

1. Proprietors
2. Head of School / Head of Preschool
3. Teaching staff
4. Parents



Tuition Fees

Fees cover provision of the British international curriculum together with most books and stationery, English as a second language programme and, where needed, also the standard learning support provision for children with individual learning needs. Other items incurred by the School or the pupil may be charged as additional fees. These may also include but are not limited to school meals (Preschool), trips, residential trips and extra-curricular activities. The pupil is, for these purposes, agent of the parents. Loss of school books or equipment or damage done by a pupil, other than fair wear and tear, may be separately invoiced and must be paid as an extra.

Tuition fees include:

Learning programme based on standards for the British Schools Overseas.
Pastoral and academic advice and support from school staff
Standard special needs and learning support from a qualified professional
ESL inclusion programme for the maximum period of one school year
Personal accident insurance
Czech as a foreign language classes

Additional fees include but are not limited to:

Additional trips and activities outside the planned extra-curricular programme or entrance fees to tourist attractions unless specified, swimming programme, skiing lessons, clubs and theatre visits.
All external Cambridge Assessment public examinations
Specialist or additional individual lessons
Instruction in mother tongue (except Czech as the first language) ¹
School lunches and meal programmes
Residential trips

Czech first language classes for learners who are Czech nationals

For learners who are Czech nationals completing compulsory schooling we offer a free of charge Czech programme. This usually runs from 4 to 5 lessons per week and the content is governed by the Czech national curriculum for teaching Czech language, history and geography. Expenses for this programme are funded via local Czech school where each Czech child completing compulsory education according to section 38 Act. No. 561/2004 Col is also registered.

Czech for foreigners, other native language classes or additional language classes

Price for the Czech for foreigners is included in the standard tuition. Learners who are NOT attending Czech for foreigners lessons and attend other native language lessons (depending on the home country) or additional language lessons are charged extra for this individual learning program. Price per term is set per class and shared equally among all participants. The class usually meets 4 to 5 times per week and the cost is 25 000 CZK per term.

¹ Instruction in mother tongue is charged per class. Price is then shared equally among individual participant attending the class. Individual instruction class costs 25 000 CZK per term.



Payment of school fees, extras and development fees

Each invoice is due for payment according to the date stated in the invoice. All fees must be paid by that day unless an instalment arrangement has been agreed in writing.

Payment should be made directly into the school account unless there has been written agreement to pay by cash given by the School. Payment by cash should only be in exceptional circumstances as the School's insurance does not provide cover for large amounts of cash to be held on the premises.

In exceptional circumstances *Special Payment Plans* may be granted. Based on demonstrated need, a *Special Payment Plan* may be granted upon written request to the Proprietor responsible for school finances (i.e. monthly or yearly payments). The Proprietor must approve and sign all Special Payment Plans.

Delay in payments, fines and interest

Unless you have applied for and been granted in writing a Special Payment Plan all outstanding payments after **30 days following the due date stated in the invoice will be subject to a fine in the amount of 1 500 CZK and will be surcharged each calendar day at the rate of 0.06% of the amount owed.** For invoices issued after the start of classes, payments not received within 30 calendar days after the due date will be surcharged at the same rate. These conditions also apply to other payments such as school meals, after school club and other extras. If there is an unpaid balance, you will receive statements reflecting the current balance owed.

For returning students, a *deposit* (10 000 CZK) must be paid following the deposit invoice. The deposit will be deducted fully from the next year's school fees invoice. For new students, an initial *administration fee* (5 000 CZK) is also due.

Discounts & refunds

- 20% discount for the 3rd child for all fees
- refunds are pro-rata on termly basis

Fees will not be refunded or waived for absence through sickness; or if a term is shortened or a vacation extended; or if a pupil is released home after public examinations or otherwise before the normal end of term; or for any other cause except in the sole discretion of the Head of School.

Responsibility for payment

Fees are the responsibility of each person who has signed the *Fees Registration Form, Contract* or who has parental responsibility for the pupil.

Payment of fees by a third party

An agreement with a third party to pay the fees or any other sum due to the School does not release parents from any liability under this policy unless an express release has been given in writing signed by the School's director. The School reserves the right to refuse a payment from a third party.

Departure

Parents should give two months' notice in writing of their child's departure from school to the respective Head of School indicating the last day of attendance. The termination period runs for two

months and begins the first day of the calendar month that follows after the date when the written notice was delivered to school. The school issues termly invoices. If the end of the termination period falls after the start of the next term, the fees for the whole term would apply. If a family is not returning back in the new academic year parents must notify the Head in writing about such a situation as well. For more information see the Admission policy.

Financial assistance

Private school fees together and small public grants fund the school. We realise that for many families, finding the money to pay for private education will mean making some sacrifices. We work hard to make the school excellent value for money and our philosophy is firmly rooted in our philanthropic aims. Our school is not a commercial venture but a purely academic one.

The goal of International School Olomouc is to enable the school to enrol also those students who might not otherwise have access to a high quality international education because of limited financial resources.

Financial support & Scholarship Awards

Every award of a Scholarship or Bursary is subject to high standards of behaviour, attendance and work. The terms of the award and in particular the terms upon which benefits may become repayable are set out in the offer letter (where applicable) to parents. It is the responsibility of directors to award any form of financial assistance. Consultation with a respective class teacher must be sought before making such decision.

A - Scholarships:

The school offers scholarships to recognize outstanding achievements and to attract bright and talented pupils. Our mission is to provide good quality education and it is the school policy to retain high performing students. Our scholarships are awarded based on academic merit and take no account of financial need. Each scholarship is reassessed annually. Currently the school offers three scholarships (academic achievements, personal achievements, parental support) in the amount of 15 000 CZK per year for each scholarship.

B - Bursaries:

These awards are made on the basis that the parents will, promptly on each request, make a full and sufficient disclosure of their means supported by all necessary documentary evidence. A failure to do so may result in assistance being withdrawn or reclaimed and in that event parents will remain liable for the full amount of the fees. All Bursaries are reassessed annually.

Application for a bursary must be done in writing using the prescribed form issued by the school. To request application, please contact the Proprietor responsible for school finances.

SCHOOL BANK DETAILS

Account holder name: Cesko Britska Mezinarodni skola a MS s.r.o.

Account holder street address: Sokolovská 76/6

City: Olomouc, 779 00



International
School
Olomouc

Bank name: Komerční banka a.s.
Branch address: Tř Svobody 17, 779 11 Olomouc
Account no.: 43-8825860247/0100
IBAN: CZ3801000000438825860247
BIC/SWIFT: KOMBCZPPXXX



Standard tuition fees list / Standardní ceník školného – 2020/2021

Admission Fee / Zápisné	5 000 CZK
Deposit / Záloha... ..	10 000 CZK

Early Years Programme (mateřská škola, ročníky N – YR)

Full Day Fee / Celodenní docházka	42 000 CZK / trimestr
Half Day Fee / Polodenní docházka.....	25 200 CZK / trimestr

Junior School (první stupeň ZŠ, ročníky Y1 – Y6)

Full Day Fee / Školné	47 000 CZK / trimestr
Full-time after school club (3 to 5 days per week) Družina (3 až 5 dní v týdnu)	3 000 CZK / trimestr
Part-time after school club (1 až 2 days per week) Družina (1 až 2 dny v týdnu).....	2 000 CZK / trimestr
Extra-curricular clubs / Kroužky	cca 1200 – 3 000 CZK ² / trimestr

Senior School, from Y7 to Y9 (druhý stupeň ZŠ, ročníky Y7 – Y9)

Full Day Fee / Školné	53 000 CZK za trimestr ³
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Senior School, from Y10 to Y11 (druhý stupeň ZŠ, ročníky Y10 – Y11)

Full Day Fee ⁴ / Školné	55 000 CZK za trimestr ⁵
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SCHOOL BANK DETAILS / BANKOVNÍ SPOJENÍ

Accounts name / Název účtu: Česko Britská Mezinárodní škola a MŠ s.r.o.

Street / Ulice: Sokolovská 76/6

City / Město: Olomouc, 779 00

Bank's name / Jméno banky: Komerční banka a.s.

Bank address / Adresa pobočky: Tř. Svobody 17, 779 11 Olomouc

Bank account no. / Číslo účtu: 43-8825860247/0100

IBAN: CZ3801000000438825860247

BIC/SWIFT:KOMBCZPPXXX

² The cost of after-school clubs is dependent on the type of club (group or individual)

³ Programme in Y9 is currently offered as a flexi-schooling option only

⁴ This cost is for 6 to 9 IGCSE subjects.

⁵ IGCSE programme in Y10 and Y11 is currently offered as a flexi-schooling option only



FEES REGISTRATION FORM

(Registrační formulář školného)

SCHOOL FEES - 2020 / 2021

Invoice to be forwarded to / Komu má být zaslána faktura

NAME OF A CHILD / JMÉNO A PŘÍJMENÍ DÍTĚTE: CHILD'S DATE OF BIRTH / DATUM NAROZENÍ DÍTĚTE:	
NAME OF THE PARENT (Legal guardian) / JMÉNO RODIČE (zákonného zástupce):	
PARENT'S DATE OF BIRTH / DATUM NAROZENÍ RODIČE:	
ADDRESS / ADRESA:	
NAME OF THE THIRD PERSON SCHOOL FEES PAYER / JMÉNO TŘETÍ OSOBY HRADÍCÍ ŠKOLNÉ: (DO NOT FILL IN IF FEES ARE PAID BY PARENTS / VYPLŇUJE SE POUZE V PŘÍPADĚ, KDY ŠKOLNÉ HRADÍ TŘETÍ OSOBA)	
THIRD PERSON ADDRESS / ADRESA TŘETÍ OSOBY:	
THIRD PERSON DATE OF BIRTH / DATUM NAROZENÍ TŘETÍ OSOBY:	THIRD PERSON COMPANY ID / IČO TŘETÍ OSOBY:
Bank account no. / Číslo bankovního účtu:	
Phone:	E-mail (invoices will be sent to this email / faktury za školné zasíláme na tento email):

I hereby claim that I have read and fully understood the Tuition Fees Terms & Conditions 2020/2021. As confirmation I attach date and my own signature below. / Seznámil jsem se a plně jsem porozuměl smluvním podmínkám a stanovené výši školného a jako důkaz níže připojuji datum a svůj vlastnoruční podpis.

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Date & Signature of parent/legal guardian
Datum a podpis rodiče/zákonného zástupce