



International
School
Olomouc

Tuition Fees - Terms & Conditions 2021/2022

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Fees Registration Form



(Školné, platební podmínky, standardní ceník a finanční formulář)





Tuition Fees – Terms & Conditions 2021/2022

(Školné, platební podmínky, standardní ceník a finanční formulář)

School: Česko Britská Mezinárodní škola a Mateřská škola s.r.o., Sokolovská 76/6, 779 00 Olomouc	
Policy Leader: Petr Pospíšil, M.A. (Dunelm)	Date & Signature: 20/01/2021 
Checked and Authorised: Petr Pospíšil, M.A. (Dunelm)	Date & Signature: 20/01/2021 
Scope: This policy applies to the Whole school community.	
Effective from: September 2021	Effective to: August 2022

Reviewed every year.

Next revisions: January 2022

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 care, academic advice and learning support from all school staff
ESL inclusion programme for the maximum period of one school year
Personal accident insurance scheme
Czech as a foreign language classes

Additional fees that are NOT covered by tuition 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.

The price of textbooks and workbooks is not part of the standard tuition fee. Parents pay for these textbooks and materials in addition to the tuition fee, as is often the case in Czech schools.

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

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.

program. Price per term is **set per whole class** and is shared equally among all participants. The class usually meets 4 to 5 times per week and the cost is 35 000 CZK per term.

Payment of school fees, extras and development fees

Parents undertake to pay tuition fees for the whole school year on the basis of a signed contract. Tuition fees for the school year are paid on the basis of an invoice always at the beginning of the term in September, January and April.

The invoice is due according to the date stated in the document. Tuition and other fees must always be paid no later than this date. Exceptions are only possible if another payment scheme has been agreed in writing with the school.

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

Termination of the contract by **written withdrawal** in connection with the change of tuition

The amount of tuition can be unilaterally adjusted (increased) by the school. The amount of tuition fees for the following school year is always determined by the school no later than 31.1 of the previous school year. Parents are then entitled to withdraw from the education contract no later than 1.3, by a written resignation delivered to the Head of School or Head of Preschool.

Termination from the side of parents/legal guardians **without giving a reason** by 30.6 of the previous school year for the following school year

Parents may terminate the contract by written notice without giving a reason, always no later than 30.6. the previous school year; For the avoidance of doubt, the contracting parties unanimously state that the contract for the following school year can be terminated no later than 30.6. the previous school year; after this date, it is no longer possible to terminate the contract for the following school year without giving a reason.

Written notice of parents due to **health condition, moving or transfer to a secondary school** with a two-month notice period

Parents can terminate the contract during the school year due to the **child's state of health**, which does not allow to continue school (confirmed by a doctor), **moving** or **transfer to a secondary school**, at any time during the school year with two months notice period, parents are obliged to document **the** reasons to the school.

Written notice from the school with a two-month notice period

The school may terminate the contract by giving two months' written notice, in particular for the following reasons:

- in the event of parents' delay in paying tuition and / or other obligations under this contract,
- in the event that the child / pupil has committed a serious or repeated breach of school rules.

Formal requirement for terminating the contract and information on notice period

It always applies that the termination notice from the parents or the school must be in writing with the handwritten signature of the parent / legal guardian or the Head of School.

The notice must contain the date on which attendance will be terminated and, in the case of notice during the school year, the indication and justification of the reason for termination according to the concluded education contract.

The notice period begins on the first day of the calendar month following the written delivery of the notice. If the last day of the notice period follows the day of the start of the term, the tuition fee for the given term is charged in full.

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.



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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

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 – 2021/2022

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

Early Years Programme (mateřská škola, ročníky Lions, Nursery & YR)

Full Day Fee / Celodenní docházka	43 000 CZK / trimestr
Half Day Fee / Polodenní docházka.....	26 200 CZK / trimestr

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

Full Day Fee / Školné	48 000 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 1 200 – 3 000 CZK ² / trimestr
Lunches transport / Dovoz obědů	350 CZK ³ / trimestr

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

Full Day Fee / Školné	54 000 CZK za trimestr ⁴
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Senior School, from Y10 to Y11 (druhý stupeň ZŠ, ročníky Y10 – Y11)

Full Day Fee ⁵ / Školné	56 000 CZK za trimestr ⁶
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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 Only in case your child is collecting school lunches

⁴ Programme in Y9 is currently offered as a flexi-schooling option only

⁵ This cost is for 6 to 9 IGCSE subjects.

⁶ IGCSE programme in Y10 and Y11 is currently offered as a flexi-schooling option only



FEES REGISTRATION FORM

(Registrační formulář školného)

SCHOOL FEES - 2021 / 2022

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 2021/2022. 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