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 Reg: 2010/053805/23

TUITION POLICY DOCUMENT

HALF DAY PROGRAM:

- Drop Off from 7:00am
- Breakfast Served from 8:00am to 8:25am
- School Program Commences at 8:30am
- Collection at 2:00pm (Monday-Friday)

FULL DAY PROGRAM:

- Drop Off from 7:00am
- Breakfast Served from 8:00am to 8:25am
- School Program Commences at 8:30am
- Collection before 5:30pm (Mon to Fri)

BANK DETAILS:

LIVE & LEARN ACADEMY
 FNB: 253442
 ACC#: 62464844010
 REF: CHILD NAME &
 SURNAME

FULL DAY STUDENTS: From 2:00pm to 5:00pm the students are will be cared for by the teacher/teachers on duty while they await your arrival. Students collected after 5pm will be taken to the Waiting Class – which is located near the Preschool Terrace in the Music & Movement Room, 2 staff members are assigned to care for students collected from the waiting class. **ALL parents that suspect that they may arrive later than 5:30pm must notify the school office before 5:30pm and these parents will need to pay a R100 late collection fee, valid reason is required.** This fee will be invoiced on the next working day and must be paid immediately, to enable us to compensate the necessary inconvenienced staff for the overtime worked.

ALL STUDENTS: Live & Learn Academy is closed on public holidays and 1 month in December/January depending on the dates and holidays each year. The rest of the year, the centre remains open with a few exceptions. We will notify you each year of the exact dates that we are closed. Please note that we reserve the right to change these dates, but these changes will be provided to you in writing. We also allow for a few long weekends during the year where we would be closed on the Monday/Friday that falls on the weekend of a Public Holiday, to allow our hard-working staff some time to rest and for them to complete staff training annually which is a necessity.

WHAT IS INCLUDED IN THE TUITION FEE

BAMBINOS (3 MTH TO +/- 18MTH)	TODDLERS LEVEL A & B (AGE: 1 TO 3 YEAR)	GRADE 000 (3-4YRS) & GRADE 00 (4-5YRS)
BREAKFAST (SOLID FOOD)	BREAKFAST, MORNING SNACK & LUNCH	BREAKFAST, MORNING SNACK & LUNCH
MORNING SNACK (SOLID FOOD)	PURIFIED WATER & ROOIBOS TEA	PURIFIED WATER & ROOIBOS TEA
LUNCH (SOLID FOOD)	2 DEVELOPMENTAL ASSESSMENTS	2 DEVELOPMENTAL ASSESSMENTS
INDIVIDUAL MATTRESS & COT	STRETCHER BED USAGE FOR NAPS	STRETCHER BED USAGE FOR NAPS
PURIFIED WATER & ROOIBOS TEA	DAILY DIARY, MEALS & MORE POSTS	DAILY DIARY, MEALS & MORE POSTS
DAILY DIARY, MEALS & MORE POSTS	SCHOOL COMMUNICATION MOBILE APP	SCHOOL COMMUNICATION MOBILE APP
SCHOOL COMMUNICATION MOBILE APP	ARTS & CRAFTS MATERIALS	ARTS & CRAFTS MATERIALS
ARTS & CRAFTS MATERIALS	STATIONERY AND CONSUMABLES	STATIONERY AND CONSUMABLES
SENSORY PLAY ACTIVITIES	SENSORY PLAY ACTIVITIES	SENSORY PLAY ACTIVITIES
2 DEVELOPMENTAL ASSESSMENTS	STUDENT CURRICULUM FILE	STUDENT CURRICULUM FILE
PHOTO & VIDEO POSTS	GROSS MOTOR SKILLS PROGRAM	SPORTS READINESS PROGRAM
FIRST AID SUPPLIES & MEDICATION	PHOTO & VIDEO POSTS	PHOTO & VIDEO POSTS
	FIRST AID SUPPLIES & MEDICATION	FIRST AID SUPPLIES & MEDICATION

NOT INCLUDED IN FEES (PARENT TO SUPPLY):

BAMBINOS (3 MTH TO +/- 18MTH)	TODDLERS LEVEL A & B (AGE: 1 TO 3 YEAR)	GRADE 000 (3-4YRS) & GRADE 00 (4-5YRS)
INFANT FORMULA/BREASTMILK	MILK FORMULA IF APPLICABLE	BEDDING (PILLOW & BLANKETS)
DIAPERS, BARRIER CREAM & WET WIPES	DIAPERS, BARRIER CREAM & WET WIPES	WET-WIPES, SUNSCREEN & HAT/CAP
BEDDING (PILLOW & BLANKETS)	BEDDING (PILLOW & BLANKETS)	DRINKING BOTTLE
SUNSCREEN & HAT/CAP	SUNSCREEN & HAT/CAP	SPECIAL REQUIREMENT FOOD/DRINK
DRINKING BOTTLES / PACIFIERS	DRINKING BOTTLE	EXTRA CHANGE OF CLOTHING
SPECIAL REQUIREMENT FOOD/DRINK	SPECIAL REQUIREMENT FOOD/DRINK	PRESCRIPTION/CHRONIC MEDICATION
EXTRA CHANGE OF CLOTHING	EXTRA CHANGE OF CLOTHING	EXTRA-MURAL FEES (PAID TO SUPPLIER)
PRESCRIPTION/CHRONIC MEDICATION	PRESCRIPTION/CHRONIC MEDICATION	AFTERNOON SNACK (FULL DAY STUDENTS)
EXTRA-MURAL FEES (PAID TO SUPPLIER)	EXTRA-MURAL FEES (PAID TO SUPPLIER)	SPARE UNDERWEAR
AFTERNOON SNACK (FULL DAY STUDENTS)	AFTERNOON SNACK (FULL DAY STUDENTS)	
	SPARE UNDERWEAR FOR POTTY TRAINING	

TUITION & FEES: TERMS AND CONDITIONS

TUITION:

The student tuition is calculated for the full academic year, which includes everything listed in the inclusion table.

Tuition is payable in advance for the period selected. Monthly Option fees are due on or before the 1st of the month.

A Sibling discount of R300 monthly applies to the tuition fee, excluding siblings in the Bambino Group and Half Day students. An annual increase of approximately 10% will apply and the exact amount will be provided on the following academic year's re-enrolment form. We make every effort to keep our increases to a minimum.

LATE PAYMENTS:

All invoiced fees are due on or before the 1st of the month, in advance. Fees not reflected in our account on the 3rd of the month will incur a 5% penalty on the total outstanding balance invoiced monthly. Monthly invoices are issued on the 27th of the month for the upcoming tuition month.

ANNUAL REGISTRATION/ENROLMENT ADMIN FEE:

An annual registration fee is applicable per family, and not per student. This fee is due before applications will be processed. The registration fee is NON-REFUNDABLE. This fee is required to secure your child's placement in a class for 2025.

DEPOSIT FEE:

A Deposit fee equal to 1 month's tuition is applicable. This deposit is used as payment for the notice period, should it apply. Therefore, should you give your calendar months' notice, the deposit will settle the month's tuition. This Deposit fee will be balanced every year to accommodate the annual increase. You will be invoiced the difference upon re-enrolment for the next academic year. The Deposit fee is due to be paid together with the first month's tuition fee. This can be paid over 3 months upon arrangement with the accounts department. Upon reenrolment, this fee is due by no later than October.

FULL DAY OR HALF DAY PROGRAM:

Should a parent wish to change programs during the academic year, a calendar months' notice is required. Therefore, the tuition fee will be changed on the invoices for the payment period thereafter.

NOTICE:

A FULL Calendar months' notice is due, given before the 1st of the month in writing.

This must be emailed to manager@liveandlearn.co.za. Notice may not be given for the months of September, October & November. Should notice be given during this time, the parents will be liable for the tuition fees due for this period.

TUITION PAYMENT OPTIONS:

There are several options available for the payment of tuition and they are detailed on the next page. The total cost of tuition is calculated for an academic year and divided into 12 monthly payments. This is the default deposit amount due, which is equal to 1 month's tuition. This tuition includes the services offered from our opening day in January to our closing day in December. Therefore, the monthly tuition is a 12-part payment of an annual tuition fee and should not be viewed as payment for the services rendered in a month. The 12 x payment option is the standard option and is due on the 1st of every month January to December. The 11 x payment option is for parents who would prefer to not have a payment in December and therefore the annual tuition is divided into 11 payments which are payable on the 1st of the month from January to November. The 2 x annual payment option is a discounted annual tuition fee, divided into 2 payments which are payable before the 1st of January for Semester 1 and on the 1st of June for Semester 2 of the academic year. The 1 x annual payment is a further discounted annual tuition fee, which is payable before the 1st of January and is payment for the full academic year.

2025 - STANDARD FEES APPLICABLE

STANDARD FEES FOR ALL STUDENTS	HALF DAY	FULL DAY
REGISTRATION/RE-ENROLMENT ADMIN FEE: (ANNUAL FEE PER FAMILY)	R 1 700	R 1 700
DEPOSIT FEE: (EQUAL TO 1 MONTH FEE AS PER 12 x PAYMENTS)	R 4 800	R 5 200

2025 - TUITION & FEES: OPTIONS

TUITION FEE OPTIONS		HALF DAY	FULL DAY
ANNUAL TUITION CALCULATED		R 57 600	R 62 400
TUITION OPTIONS			
ANNUAL PAYMENT (DISCOUNTED)	JANUARY 1ST	R 54 600	R 59 400
BI-ANNUAL PAYMENT (DISCOUNTED) (SEMESTER 1 & SEMESTER 2)	JANUARY 1ST & JUNE 1ST	R 27 800	R 30 200
12 MONTHLY PAYMENTS	JANUARY TO DECEMBER	R 4 800	R 5 200
11 MONTHLY PAYMENTS	JANUARY TO NOVEMBER	R 5 230	R5 670

CLASS GROUP STRUCTURE & PROGRAM INFO

CLASS GROUP	AGES	PROGRAM INCLUSIONS & DEVELOPMENTAL PHASE
BAMBINOS MAX 6 STUDENTS	3 MONTHS TO 1 YEAR (UNTIL WALKING CONFIDENTLY)	TUMMY TIME, SENSORY PLAY, EDUCATIONAL GAMES, GROSS AND FINE MOTOR DEVELOPMENT PROGRAM. DEDICATED INDOOR AND OUTDOOR PLAY AREAS. DAILY ROUTINE CUSTOM TO EACH INDIVIDUAL STUDENT BASED ON AGE AND DEVELOPMENT.
TODDLERS LEVEL A MAX 13 STUDENTS	1 TO 2 YEARS OLD	STUDENTS THAT ARE WALKING CONFIDENTLY, GROSS & FINE MOTOR ACTIVITIES. SENSORY PLAY, ARTS AND CRAFTS, EDUCATIONAL CURRICULUM. DEDICATED OUTDOOR AND INDOOR PLAY AREAS. DAILY ROUTINE SCHEDULE. DAILY COMMUNICATION ON OUR SCHOOL COMMUNICATION MOBILE APP.
TODDLERS LEVEL B MAX 13 STUDENTS	2 TO 3 YEARS OLD	POTTY TRAINING COMMENCES IN SPRING, FINE & GROSS MOTOR DEVELOPMENT ACTIVITIES, SENSORY PLAY, ARTS AND CRAFTS, EDUCATIONAL CURRICULUM, DEDICATED INDOOR AND OUTDOOR PLAY AREAS. DAILY COMMUNICATION ON OUR SCHOOL COMMUNICATION MOBILE APP.
GRADE 000 MAX 13 STUDENTS	3 TURNING 4 YEARS OLD	STUDENTS SHOULD BE FULLY POTTY TRAINED FOR THIS GROUP. CAMBRIDGE ALIGNED CURRICULUM COMMENCEMENT. FINE & GROSS MOTOR SKILL DEVELOPMENT ACTIVITIES. SPORTS READINESS PROGRAM. ARTS, CRAFTS AND CULINARY ART PROJECTS WEEKLY. AGE-APPROPRIATE OUTDOOR PLAYGROUND. DAILY COMMUNICATION ON OUR SCHOOL COMMUNICATION MOBILE APP.
GRADE 00 MAX 13 STUDENTS	4 TURNING 5 YEARS OLD	GRADE 0 PREPARATION AND READINESS PROGRAM. CAMBRIDGE ALIGNED CURRICULUM. FINE AND GROSS MOTOR SKILLS DEVELOPMENT ACTIVITIES. SPORTS READINESS PROGRAM. ARTS, CRAFTS AND CULINARY ARTS PROJECTS WEEKLY. AGE-APPROPRIATE OUTDOOR PLAYGROUND. DAILY COMMUNICATION ON OUR SCHOOL COMMUNICATION MOBILE APP.