



**HARRISTON**  
Harriston School  
PO Box 1544 Harrismith 9880  
45 Mauritz Street  
Tel: (058) 6232755 Cell: 0823246962  
E-mail: [office@harriston.co.za](mailto:office@harriston.co.za)

## 2023 FEE STRUCTURE

Updated 25 November 2022

### **PAYMENT OF FEES**

#### **ADVANCE PAYMENT OF FEES**

A number of parents choose to pay their school fees in advance. If fees are paid in advance for the whole year, a 5% rebate will be allowed. You will continue to receive monthly statements and the rebate will be shown on your final December statement.

#### **DEBIT ORDER SYSTEM**

The Board of Governors has decided to make it **mandatory** for all fees to be paid via the debit order system **unless** fees are paid in advance for the year.

#### **OTHER PAYMENT SYSTEMS**

Special permission may be obtained from the Bursar, for cash payments or direct transfers to the school's bank account. However, please take note of the following:

1. **A handling fee of R200.00 per month will be charged.**
2. **Cash payments must be banked at ABSA into Harriston's bank account on or before the 25<sup>th</sup> of the preceding month. Cash should not be brought to the school. Please deposit any cash directly at a branch of ABSA Bank using your account number as reference. You will be liable for cash deposit fees as charged by the bank for cash payments.**
3. **School banking details: Harriston School, ABSA Bank, Current Account no 910150618, Branch 632005**
4. **Late payments will result in additional administration costs.**
5. **Credit and Debit cards may be used to pay school fees and uniform purchases at the school office.**

#### **SIBLING ALLOWANCE**

A Sibling discount of 5% per child is allowed for 2 children, 7.5% is allowed for 3 children and 10% for 4 or more children. Please note that discounts will not be allowed on accounts that fall into arrears.

#### **PRE-PAID DEPOSIT**

All pupils (from Grade 1 upwards) are required to pay the equivalent of one term's school fees (3 months) as a pre-paid once off deposit. For your convenience your account will be debited during the 3 months prior to starting Grade 1 or higher. The Deposit will be held until your child leaves Harriston and will be transferred back to your account during the final term **provided that sufficient notice (see below) has been given in writing.**

#### **NOTICE IN WRITING**

Please note that **written notice** is required should your child be leaving Harriston. *The notice must reach the Head of School before the beginning of the month. The period of notice required for both school and boarding is 3 calendar months.*

#### **SCHOLARS PERSONAL ACCIDENT INSURANCE**

The school has arranged personal accident insurance cover for all pupils with Bay Union Insurance Brokers. The cost is included in school fees. In the event of an accident at school, please claim against your medical aid first. If you do not have medical aid or if your medical aid does not cover the expense, the school will submit a claim to Bay Union on your behalf. Actual Medical Expense incurred to a maximum of R25,000 – excess - R300. The insurance does not include any Covid-19 related claims.

#### **UNIFORMS**

Uniforms may be purchased from the Uniform shop. Payment should be made at the secretary's office where a receipt will be issued. Please sign the invoice and make sure you keep a copy for your own records. If a uniform invoice is not paid for at the time of purchase, it will be debited to your account and will come off the following Debit Order.

#### **ART**

Pupils taking Art as a subject for Grades 10 - 12 will be charged R200 per month to cover the cost of Art materials.

#### **TPN Credit Bureau**

Harriston is contracted to TPN Credit bureau. Prompt payment of school fees may positively impact on your credit rating. Late or partial payment may impact your credit rating negatively.

<b>Grade</b>	<b>2023 Per Month x 12</b>	<b>Refundable Deposit</b>	<b>Per Year (Deduct 5% if paid in Jan for the year)</b>
<b>PRE-PRIMARY</b>			
Crèche 5R (3 days / week)	1 730		
Crèche 5R	1 960	NA	23 520
Grade 4R	1 960	NA	23 520
Grade 3R	2 020	NA	24 240
Grade 2R	2 020	NA	24 240
Grade R	2 075	NA	24 900
<b>PRIMARY SCHOOL</b>			
		<b>Once off</b>	
Grade 1	5 220	15 660	62 640
Grade 2	5 620	16 860	67 440
Grade 3	5 800	17 400	69 600
Grade 4	5 800	17 400	69 600
Grade 5	5 860	17 580	70 320
Grade 6	5 860	17 580	70 320
Grade 7	6 150	18 450	73 800
<b>HIGH SCHOOL</b>			
Grade 8	7 300	21 900	87 600
Grade 9	7 530	22 590	90 360
Grade 10	7 910	23 730	94 920
Grade 11	8 165	24 495	97 980
Grade 12	8 370	25 110	100 440
<b>BOARDING</b>			
Weekly Boarding	5 950	NA	71 400
Full-time Boarding	7 350	NA	88 200
Matric Weekly boarding (10 months)	7 150	NA	71 500
Matric Full-time boarding (10 months)	8 820	NA	88 200
<b>OTHER</b>			
Tea and Lunch	630		
Pre-Primary Aftercare incl lunches	915		
Primary Aftercare including lunches	1 135		
Art Materials Gr 10 - 12	200		
Exam Fees Grade 12 (10 Months)	850		8 500
Application Fee	540		
Re-instatement Fee	700		
Unpaid Debit Order Fee	320		
Late payment of fees	320		

**NB: All fees are due in advance on the 1<sup>st</sup> of the month. School and Boarding fees are per month X 12 months.**

#### **INCLUSIVE SCHOOL FEES**

The above school fees include the following: Class Excursions, Personal Accident Insurance, Photos, Travel to sports fixtures and excursions. ISASA registration fees, Text Books, Photocopies, and the School Magazine.

#### **ADDITIONAL EXCURSIONS AND SPORTING ACTIVITIES**

You will be informed of any additional class excursions, sporting activities, photos etc. (over and above the items budgeted for and included in school fees) where extra costs may be involved. The costs will be calculated and parents will be required to sign for acceptance of the additional costs. Payment may be made immediately, or you may choose to be debited on your next debit order.

#### **EXAMINATION FEES**

##### **MATRICULATION IEB EXAM FEES**

This is the final IEB examination written in Grade 12 and will be debited in 10 equal instalments of R850.00 per month.

#### **UNPAID FEES**

Prompt payment of school fees is essential for us to be in a position to pay salaries and the running costs of the school. In the event of the debit order or payment being rejected by the bank, your account will be debited with R320.00 for administration costs. You will be informed by telephone and/or email and you will have to ensure immediate cash payment of the outstanding amount. Should the amount not be settled before the end of term, we will, regretfully have to insist that your child leaves Harriston School. Unpaid accounts will be handed over to our legal representatives for collection and legal costs will be payable by you. We do wish to sincerely thank the vast majority of parents who pay punctually in terms of their contract with us.

***Please note that should your account fall into arrears, all sibling and other discounts such as bursaries and scholarships will be disallowed and your deposit will have to be increased to the current deposit required for your child's grade.***

#### **ADDRESS DETAILS**

Please ensure that Harriston has your correct email address by sending a notification email to: [office@harriston.co.za](mailto:office@harriston.co.za)

Please supply the school with any changes in your contact details in writing or by email. It is your responsibility to ensure that we have your correct postal and telephone details. Your cell phone number will be used for all necessary communications via SMS and your email address will be used for and monthly accounts.